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ABSTRACT

The theme for Law Day U.S.A. 1991 (May 1) is "Freedom Has a Name: The Bill of Rights." This guide is designed to help interested persons plan a Law Day program. The guide includes sections on: how to plan a Law Day program; a basic low budget Law Day package; Law Day award competitions; suggestions for locally sponsored Law Day U.S.A. award programs; American Bar Association resources; Law Day U.S.A. promotional-education-informational materials; public service award highlights; and model programs. (DB)

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Freedom Has a Name

The Bill of Rights

Law Day U.S.A.

May 1

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American Bar Association 1991 Law Day U.S.A. Planning Guide & Resource Manual

Law Day U.S.A. is one of more than 100 public service and law-related education programs supported through gifts to the ABA Fund for Justice and Education.

Law Day USA May 1

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Freedom Has A Name:
The Bill Of Rights

LAW DAY U.S.A. 1991
Theme Message by
John J. Curtin, Jr., President
American Bar Association

Each year on May 1st, the American Bar Association and state and local bar associations focus the nation's attention on the role of law in our society by celebrating Law Day U.S.A. May 1, 1991, marks the 34th annual commemoration of this event. In today's complex and rapidly changing society, the need for greater public understanding about the law is more important than ever.

The theme for Law Day U.S.A. 1991 is "Freedom Has A Name: The Bill of Rights." We have selected this theme because December 1991 marks the 200th anniversary of the ratification of the Bill of Rights. The Bill of Rights, originally promised to ensure the adoption of the Constitution, provides all citizens with explicit protection of their fundamental freedoms. These amendments—and the rights they guarantee—are the basis of our democracy, and serve as a beacon of individual freedom to people in emerging democracies throughout the world.

The celebration of the bicentennial of the Bill of Rights also provides an opportunity to reflect on the role of these constitutional guarantees in modern society. In recent years, it has become politically popular to suggest limiting individual freedoms guaranteed by the Bill of Rights in order to address particular problems. Consider these examples:

- ☐ In recent opinion polls, a majority of Americans have said that they are willing to suspend some of their constitutional protections to fight the "war" on drugs.
- ☐ In their efforts to fight this war, police departments in some cities randomly stop and search young men, often minorities, for weapons and drugs.
- ☐ Some judges and constitutional scholars advocate abandoning the exclusionary rule in the case of more serious crimes including serious drug offenses, or engaging in an abstruse process of balancing "comparative reprehensibility."
- ☐ Last year, the U.S. Department of Housing and Urban Development began a campaign to seize public housing units and evict tenants on the spot when a member of the household is suspected of selling drugs. A court order has since forced HUD to provide some due process rights to individuals facing eviction.

The recent movement to enact a constitutional amendment to ban the desecration of the American flag is another illustration. While we all abhor flag burning, courts—including the Supreme Court on two separate occasions—recognize this act as political speech protected by the First Amendment. As deplorable as the act is to many of us, it is exactly these kinds of cases which require the protection of the First Amendment. Indeed, it is axiomatic that we always need the Bill of Rights when some—perhaps even a majority—of us want it least.

As lawyers, we know that citizens cannot enjoy the protections offered by the Bill of Rights without also enduring its inconvenience. The organized bar can assist Americans to understand that we cannot compromise our principles for short-term advantages. While we search for solutions to vexing problems like the drug crisis and flag burning, it is important to keep in mind the admonition of Justice Brandeis: "The greatest dangers to liberty lurk in insidious encroachment by men of zeal, well meaning but without understanding."

The principles fundamental to the Bill of Rights have guided this nation and protected this citizenry for 200 years. We have a responsibility to pass them on unaltered to our children.

Law Day U.S.A. is part of that process. Through local programs you can assist the general public to understand the importance of the Bill of Rights. You can increase awareness of the role of lawyers within the justice system and the society. By planning and participating in Law Day events, you play a critical role in this important effort.

As you plan your Law Day program, this guide will be a valuable asset. It provides you and your local committee with practical ideas and suggestions, many of which will, no doubt, complement ideas you have already developed. Moreover, the guide provides information about the outstanding programs presented in previous years by other groups.

In this booklet, you also will find an order form that enables you to receive Law Day U.S.A. materials from the American Bar Association. These materials will assist your local committee in making this year's Law Day program the most successful.

Again, thank you for participating in this important effort.

Facts in Brief

Origin

Law Day U.S.A. was conceived in 1957 by Charles S. Rhyne, a Washington, D.C., lawyer who was then president of the American Bar Association, the national voluntary organization of the legal profession in the United States.

President Dwight D. Eisenhower established Law Day by presidential proclamation in 1958. On this occasion he said: "It is fitting that the American people should remember with pride and vigilantly guard the great heritage of liberty, justice and equality under law. . . . It is our moral and civic obligation as free men and as Americans to preserve and strengthen that great heritage."

In 1961 the first of May was set aside by joint resolution of Congress as a "special day of celebration by the American people in appreciation of their liberties and the reaffirmation of their loyalty to the United States of America," and as an occasion for "rededication to the ideals of equality and justice under laws."

Purpose

The purpose of Law Day is to call the attention of every American citizen to both the principles and the practice of American law and justice. It is a day to reflect on our legal heritage, the role of law in our society, and the rights we enjoy under our Constitution.

It is also a day for all citizens to consider their duties, such as: (1) to be informed on government and community affairs; (2) to support and encourage efforts to modernize our courts; (3) to vote in elections; (4) to obey and respect the law; (5) to support those institutions and persons charged with law enforcement; (6) to respect the rights of others; (7) to practice and teach the principles of good citizenship in our homes; and (8) to serve on juries and as court witnesses, if called.

That Law Day U.S.A. occupies only a single calendar day is merely symbolic. It is a reminder that while the principles embodied in the observance are constant, their vitality cannot be taken for granted, but must be nurtured and sustained by every citizen, every day of the year.

Program

These Law Day objectives are fulfilled by projects sponsored by the American Bar Association in cooperation with state, county, and local bar associations; staff judge advocates serving at military bases in the United States and in foreign countries; judges; court administrators; bar auxiliaries; legal secretaries; and the legal departments of major corporations, among others.

The Young Lawyers Division of the American Bar Association will sponsor a "National Community Law Week" in conjunction with Law Day U.S.A.

Many national organizations also join in the observance, including the National Association of Legal Secretaries; National Governors' Association; the United States Conference of Mayors; National Education Association; Rotary, Kiwanis, Lions, Optimist International, and National Exchange Clubs; the United States Catholic Conference; American Lawyers' Auxiliary; and the National Association for Court Management.

Bar associations and these national groups cooperate with schools, courts, churches, libraries, and law enforcement agencies in planning thousands of programs that are held on or about May 1.

Mock trials, debates, essay and poster contests, and films are sponsored for varied audiences.

Attorney volunteers offer free legal counseling at shopping mall booths, on radio and television call-in programs, and through Lawyer Referral Services.

Law Day U.S.A. ceremonies and tours in courthouses are organized.

Free seminars and workshops present various aspects of the law and justice system to the public.

Members of the President's Cabinet, U.S. Senators and Representatives, Justices of the United States Supreme Court, and state government leaders and judges speak to audiences throughout the country.

National television networks, national magazines, major metropolitan daily newspapers, and local radio and television stations promote the objectives of Law Day U.S.A. through public service advertising, editorials, and news items.

In recent years, Presidents George Bush, Ronald Reagan, Jimmy Carter, and Gerald Ford have issued presidential proclamations regarding Law Day and have hosted White House ceremonies for representatives of the legal profession and the judiciary.

For further information contact the American Bar Association, Law Day U.S.A., 750 North Lake Shore Drive, Chicago, IL 60611, (312) 988-6134.

How To Plan Your Law Day Program

Getting Started

1. If a Law Day U.S.A. chairperson or coordinator has not yet been appointed, this appointment should be made and the names forwarded to the ABA so the chairperson can receive Law Day materials.

Then, a committee may be formed to help plan Law Day. A former Law Day chairperson to advise on previous programs, budgets, volunteers, accomplishments, and problems can be an important committee member.

2. Identify which population group you want to reach, for example, students at a certain grade level, a minority group, the elderly, men and women in small business, the unemployed, or local residents with potential legal problems.

3. Set a measurable objective for your program. This will make it easier to decide which projects you will undertake and to evaluate your success. For example, if your target group is students in grades 7 to 9, aim to reach one-half of all those students in your area.

4. Decide on your methods or strategy. For example, if you are a mid-sized urban bar in a compact city whose target audience is ninth grade students and your objective is to reach one-half of the ninth graders in your area, your strategy may be personal visits by volunteers to area schools to make presentations on juvenile rights and responsibilities or to conduct mock trials. However, if you are a small bar whose jurisdiction covers a large rural area and you want to reach one-half of the ninth grade students in that area, your strategy may be to prepare an insert for the major local newspaper on juvenile rights with extra copies to be delivered to area schools, or to distribute one of the booklets or pamphlets the ABA has prepared for Law Day.

5. Following is a list of ideas for your program.

Special Events

Classroom presentations to elementary and secondary students continue to be important. The special Law Day U.S.A. issue of Update on Law-Related Education (available from the ABA) has lively strategies that will enable lawyers to put on successful presentations in every grade from kindergarten through high school.

Addresses to civic service clubs, students, the general public, church assemblies, or Law Day U.S.A. luncheons and dinners. Pattern speeches from the ABA are available.

Tours of a courthouse, jail, or police department.

Public seminars on aspects of the legal system at senior citizen centers, libraries, schools, and public auditoriums. The ABA's *Public Interest Informational Series* can help provide ideas for structuring the program, and ABA booklets can be distributed.

Free legal consultations in shopping malls, on local radio and television stations, through Lawyer Referral Service.

Law Field Day (in-school field day) for civics or history classes; discussion of juvenile rights and responsibilities, juvenile justice system and juvenile court procedure by lawyer, juvenile court judge, or juvenile court officer; film on juvenile offenders; distribution of Law Day booklets. ABA booklets can supplement the day's learning.

Career Orientation on the law with classroom presentation by attorneys, paralegals, legal secretaries, and police officers, or student placements with employers for a day on the job. The ABA booklet *Law as a Career* can be distributed.

Speech Competition on the Law Day theme or legal issue. Award certificates available from the ABA.

Poster and Essay Contests for students on Law Day theme or legal issue.

Debates and Panel Discussions on local or national issues such as gun control, zoning regulations, prison reform, abortion, the right to die, or capital punishment. ABA booklets can supplement locally produced materials.

Legal Services. Contact the programs in your area that provide legal services to the poor for suggestions and help with your Law Day plans. If you already cooperate with a civil legal services program, highlighting that work is a good Law Day project. If you are not working with a legal services program now, Law Day is a good time to kick off a cooperative effort.

Film Festival on the law conducted in conjunction with local library and its film collection or law-related films can be rented from a local video store.

Law Day Run to raise funds for charity.

Liberty Bell Award honoring outstanding law enforcement officer, teacher, or other community member. Liberty Bell award plaques are available from the ABA.

Mock Trials conducted at schools or courthouses by lawyers or by students, or videotaped and widely distributed to many schools. Several mock trial scripts for

both high school and elementary students can be purchased from the ABA.

Courtroom Ceremony for bench and bar.

Naturalization Ceremony. The ABA's pattern speeches can form the basis of a naturalization ceremony speech.

Proclamation by mayor, governor, or commanding officer of military base. A model proclamation is included in this planning guide.

Promotional Ideas

Distribution of ABA Law Day leaflets, buttons, balloons, or pencils to general public in office buildings, shopping malls, courthouses, libraries, and schools, or corporate distribution in payroll envelopes.

Public Service Announcements on radio and television.

Op-Ed Series (opposite editorial page viewpoints) in local newspaper on legal issues, written by attorneys or based on the ABA's pattern editorials.

Newspaper Advertising sponsored by local business. The ads can be purchased from the ABA.

Feature Stories for newspapers. Model stories are included in the ABA Publicity Package.

Interviews on Radio and Television by local attorneys.

Newsletters. Information about Law Day activities can be included in the bar association newsletter as well as the employee newsletters of local businesses and organizations, service club publications, governmental agency newsletters, and church bulletins.

Booklets and pamphlets distributed to the public at debates, seminars, and other programs.

Posters for window placement, distributed to local businesses, libraries, schools, and governmental offices.

6. Put your program together. Make a checklist and set deadlines for each segment of your program. Include whom to contact in your community, whose help or cooperation you might solicit either in government or private enterprise, existing bar resources that you can use, informational and promotional materials that will be necessary, the estimated number of volunteers the program needs, and the number of hours each must contribute.

7. Budget your expenses.

8. Plan a kickoff that will attract your target public and the media. For example, if you are staging courtroom tours for students, send a special invitation for the first tour of the day to handicapped students or outstanding students. If you are offering free legal consultations to the elderly at a shopping mall, ask an elderly dignitary who is an attorney to serve at the booth for the first hour.

9. Plan your publicity to inform the bench, bar, target public, and general public about your program.

10. Law Day U.S.A. is always celebrated May 1. It is suggested that programs be scheduled for the convenience of the general public on or near May 1.

Timetable for Law Day Planning

January

- Appoint Law Day Committee chairperson and set up subcommittees; send names and addresses to ABA.
- Plan Law Day program.
- Write school superintendents and social studies teachers to make arrangements for mock trial competitions, films, speakers, distribution of pamphlets.
- Arrange for courtroom tours with court administrators.
- Call program chairpersons of civic clubs to book speakers for April or May meeting.
- Book speakers for public seminars, bar association luncheon, courtroom ceremony.
- Contact radio and television public service directors to arrange Call-a-Lawyer programs and/or public service announcements.

February

- Order ABA Law Day materials to ensure delivery or to avoid possible unavailability of items.
- Contact governor's or mayor's offices to request official proclamations.
- Meet with radio and television program directors to arrange interviews and panel discussions.
- Meet with business and civic leaders and clergy to invite their participation in Law Day.
- Contact potential advertisers among banks, insurance companies, utility firms, department stores, and other organizations about sponsorship of paid advertising in support of Law Day.

March

- Talk to newspaper editors concerning Law Day coverage.
- Print programs for seminars, speakers, court observances.

April

- April 10 is the final deadline for placing Law Day orders with ABA.
- Confirm all details of program.
- Invite VIPs to programs.
- Distribute materials to schools.

May 1, Law Day U.S.A.

July 1 deadline for entering ABA Law Day U.S.A. competitions

Note: ABA Special Events Department Staff are available as Law Day U.S.A. project consultants.

Please feel free to telephone for project assistance, suggestions, and additional resources, or to tell us about any special programs you're sponsoring.

Contact: Law Day U.S.A.
American Bar Association
312/988-6134

A Basic Low-Budget Law Day Package

Many Law Day chairpersons are serving their organizations in that capacity for the first time this year. This section is written for those chairpersons who are working with a small budget and a small number of volunteers. It covers several Law Day projects that can be accomplished for less than $100 altogether, but can reach many different audiences.

The elements of the package are: 1) Law Day luncheon or dinner with a program, including an address and the presentation of a Liberty Bell Award, given for the bench and bar and/or the general public; 2) mayoral proclamation; 3) radio public service announcements to be aired by local stations; 4) newspaper advertisements of Law Day events, to be printed by local papers as a public service; and 5) legal career orientation for the local library, at schools, or at the courthouse, covering various aspects of the law or current legal issues.

Materials to help you carry out these programs are available from the ABA. Items for this basic low-budget package are: Liberty Bell Award; pattern speeches for adult audiences; Law Day leaflets, pencils or buttons to be distributed to luncheon guests; radio public service announcements; newspaper ads; and *Law As A Career,* a 14-page booklet (first copy free while supply lasts) distributed to pre-law class at local college or high school.

How to Place Public Service Announcements

Radio and television stations allocate a limited amount of their broadcasting time to public service announcements (PSAs) whose messages are considered to be in the public interest.

Unlike a commercial advertiser, the sponsor of a PSA is not charged for the air time. However, the sponsor cannot specify the broadcast time for the spot, for example, prime time during the evening news. The sponsor only can request broadcast dates, for example, April 24 to May 1.

The competition among nonprofit groups for this free air time is strong. However, two elements, a high-quality announcement and a good list of contacts, will help you place your PSA on the air during the dates you request.

Following are steps you can take for their placement:

1. Compile a list of the public service directors at the radio and television stations in your area. This information may be obtained from a Chamber of Commerce media list or a directory published by a local public relations or publicity club. Or you can phone the station and ask who is in charge of this service.

2. Call or write each director. This first contact should be made two or three months before you want the PSA to air so your announcement can be placed on the station's schedule.

3. If you call, first ask the director if it is a convenient time to discuss Law Day. Some directors serve their stations in other capacities and work under hourly deadlines. Also, some directors would prefer a letter to a telephone call.

4. In your letter to or conversation with the director, convey the following information: brief description of Law Day U.S.A., this year's theme, dates you would like the PSAs to run, and description of PSA messages and message lengths available through the ABA or locally produced. You should also mention whether the station has broadcast your PSAs before, for example, for a previous Law Day. Since this information helps the station to allocate time to different nonprofit groups, it is particularly important to note when you last had PSAs broadcast.

5. One to two weeks after you send the public service director the announcement, call back to confirm that the information you sent was sufficient.

6. Following Law Day, write thank-you letters to the public service directors for their support. This is extremely important since thank-you letters may help the station at Federal Communications Commission renewal time.

Proclamations

State and local bar associations may obtain appropriate Law Day proclamations through resolutions by the state legislature and city councils, through proclamations by the governor or local mayors, and through joint measures by judges and federal, state, county, and city courts.

Official proclamations usually are released to the press by the governor's or mayor's office. Legal organizations may be able to obtain wider news coverage, however, by mailing copies of the proclamations or a news release to

local news media. If the proclamation is signed in the presence of appropriate bar officials, it can be the occasion for a news photograph.

Suggested Mayoral Proclamation

WHEREAS, May 1st is Law Day U.S.A. in the United States of America, and

WHEREAS, The United States of America has been the citadel of individual liberty and a beacon of hope and opportunity for more than 200 years to many millions who have sought our shores, and

WHEREAS, The foundation of individual freedom and liberty is the body of the law that governs us, and

WHEREAS, The Constitution of the United States of America and the Bill of Rights are the heart of that body of law, which guarantees us many freedoms–including freedom of religious belief, freedom to have and hold property inviolate, freedom of assembly, freedom of speech, freedom of press, freedom of petition, and due process of the law among others, and

WHEREAS, This year marks the 34th annual nationwide observance of Law Day, and the Congress of the United States and the President by official proclamation have set aside May 1 as a special day for recognition of the place of law in American life,

NOW, THEREFORE, I, Mayor of the City of _____, do hereby designate May 1, 1991, as Law Day U.S.A. and call upon all citizens, schools, businesses, clubs, and the news media to commemorate the role of law in our lives.

(Signed and dated)

ABA-Sponsored Law Day U.S.A. Award Competition

Law Day U.S.A. Theme Competition

Law Day U.S.A. program coordinators and participants are encouraged to enter the Law Day U.S.A. Theme Competition. Submit your suggestion(s) for next year's Law Day theme phrase (limited to eight words or less) along with a one-paragraph summary of how your theme best exemplifies the purposes of Law Day U.S.A.

If selected, your theme suggestion will become the official national theme for Law Day U.S.A. and you will be credited in the next Planning Guide as author of the theme phrase.

Entries should be submitted to: Law Day U.S.A. Theme Competition, American Bar Association, Special Events Department, 750 North Lake Shore Drive, Chicago, IL 60611.

Entries must be postmarked no later than June 1. In the event of duplicate entries, winner will be determined by postmark date.

Law Day U.S.A. Public Service Awards

The awards program is conducted by the ABA Standing Committee on Association Communications.

The competition recognizes entities that sponsor Law Day U.S.A. programs.

Several categories have been established to accommodate different types of organizations that hold Law Day U.S.A. observances. Award plaques may be presented to winners in each of the categories. The committee may or may not elect to present public service awards in each of the categories. The number of awards made is within the discretion of the committee.

Statement of Purpose: The objective of the Law Day public service awards is to recognize the outstanding Law Day U.S.A. programs of the entities that sponsor them. Outstanding Law Day U.S.A. programs should:

- Foster greater public understanding of the values of our American system of law and the duties of citizenship;
- Inform and educate citizens about the courts, law enforcement agencies, the justice system, and the legal profession; and/or
- Call attention to the principles and practice of American government.
- Adhere to the stated objectives of Law Day U.S.A.

Eligibility: Any organization that sponsors a Law Day U.S.A. program is eligible and may enter the awards program by submitting an official entry form. The entry form should be sent in the name of the Law Day U.S.A. chairperson. Entry forms may be obtained from the ABA, Law Day U.S.A., 750 North Lake Shore Drive, Chicago, IL 60611.

The following categories have been established for entries:

- State bar associations
- County bar associations
- City and town bar associations
- Staff judge advocates of the armed forces
- Bar auxiliaries
- Other law-related organizations, including paralegal and law enforcement organizations
- The judiciary, covering individual judges, court systems, and offices of the court administrator
- Nonlegal organizations, including schools, libraries, churches

Prizes: Award certificates mounted on a wooden plaque.

Criteria: Judging will be based on:

- Informational value/educational merit
- Creativity
- Innovation
- Overall effort
- Public response to the program

Principal factors in the judging are the value of the entry in promoting the objectives outlined in the Statement of Purpose section above, the criteria listed above, and compliance with the rules of the competition.

Materials Submitted: Materials submitted for judging may include, but are not limited to: publications and

other materials produced for or distributed during Law Day U.S.A. observances; copies of speeches, news releases, feature stories, and editorials written by a member of the Law Day U.S.A. committee or a volunteer; newspaper clippings and reports of radio and television broadcasts; mock trial scripts; educational curriculums; proclamations; radio and television public service announcements or advertisement scripts; photographs; and audiotapes and videotapes. Written summaries of Law Day U.S.A. activities are highly encouraged.

Written materials should be submitted in a folder or notebook.

NOTE: Entry materials cannot be returned.

Deadline: All entries must be received by the ABA on or before July 1.

Judging: All entries will be judged by the representatives of the ABA Standing Committee on Association Communications.

Presentation of Awards: ABA Public Service Awards will be announced in December.

A listing of past winners is available from the ABA Special Events Department.

Judge Finch Law Day U.S.A. Speech Awards

Law Day chairpersons are urged to invite all individuals giving Law Day addresses to enter the annual ABA Judge Edward R. Finch Law Day U.S.A. Speech Awards competition.

A prize of $500 and a recognition plaque will be given the winner and an attractive certificate mounted on a walnut-finish plaque will be awarded to second- and third-place winners.

Statement of Purpose: The objectives of the Judge Edward R. Finch Law Day U.S.A. Speech Awards are to foster a deeper appreciation and understanding of the place of law in American life and to accord national recognition each year to the winning speech as the most outstanding in content and effectiveness in furthering the purposes of Law Day U.S.A.

Eligibility: The awards are open to any individual who addresses a Law Day U.S.A. observance in the United States or a similar event abroad on behalf of service-people stationed overseas. The competition is not open to members of the American Bar Association Board of Governors or officers and employees of the ABA or American Bar Foundation.

Entries: Law Day addresses must be entered by mail, postmarked not later than July 1.

A speech may be entered by the speaker or any other person *with the speaker's consent.*

Speech texts are to be submitted in quadruplicate, typewritten, double spaced, on one side of 8½-by-11-inch white paper.

Each entry shall have a title page bearing the words, "Judge Edward R. Finch Law Day U.S.A. Speech Awards," the title of the address, the name and address of the person delivering the talk, and the occasion and date on which it was delivered. Include confirmation of speaker's consent.

Address entries to: ABA, Law Day U.S.A., 750 North Lake Shore Drive, Chicago, IL 60611.

Subject: Speeches submitted in the competition must be keyed to the stated theme of the annual observance of Law Day U.S.A. as publicized by the American Bar Association, or to any of the stated objectives of Law Day U.S.A.

Judging: The entries will be judged by the president of the American Bar Association serving at the time the Law Day observance occurs. The president may, at his discretion, designate a committee of judges to assist him in the judging.

Presentation: The Judge Edward R. Finch Law Day U.S.A. Speech Awards will be announced in December.

A list of past winners is available from the ABA Special Events Department.

Suggestions For Locally Sponsored Law Day U.S.A. Award Programs

Liberty Bell Award

Purpose. The purpose of the Liberty Bell Award program is to recognize community service that has strengthened the American system of freedom under law.

These awards are to be used at the discretion of organizations sponsoring Law Day U.S.A. programs. Their purpose is to accord public recognition to men and women, particularly nonlawyers, for outstanding service in one of these areas:

1. promoting a better understanding of our Constitution and the Bill of Rights;
2. encouraging greater respect for law and the courts;
3. stimulating a deeper sense of individual responsibility so that citizens recognize their duties as well as their rights;
4. contributing to the effective functioning of our institutions of government; and,
5. fostering a better understanding and appreciation of the rule of law.

Suggested Guidelines

Eligibility. Any individual who has rendered outstanding service to his or her community in any of the areas mentioned above may be considered eligible. All fields of endeavor are intended for inclusion.

Candidate Selection. Nominations for Liberty Bell Awards are suggested to the awards judges by a committee composed of three to six community leaders to be appointed by the sponsoring organization. Nominations might also be solicited from the general public.

Awards Committee. Award recipients will be determined by judges from qualified nominations submitted by the selection committee.

Presentations. The sponsoring entity may present the award at a special Law Day U.S.A. luncheon, dinner, or other appropriate occasion, to which members of the bar, community leaders, the press, and the public are invited. Presentations should be made on or near Law Day U.S.A., May 1.

Liberty Bell Award plaques are available from the ABA.

Also suggested as a Law Day U.S.A. event is local sponsorship of essay, speech, theme, or poster competitions.

To assist local organizations in conducting award programs, the ABA makes available specially designed Law Day U.S.A. certificates. These award certificates are suitable for mounting or framing.

American Bar Association Resources

Division for Communications

The Special Events Department of the ABA Division for Communications coordinates Law Day on the national level. Special Events Department staff are available to provide project consultant services. If you have any questions or would like additional information about Law Day, please call or write: American Bar Association, Law Day U.S.A., 750 North Lake Shore Drive, Chicago, IL 60611, (312) 988-6134.

Order Fulfillment Department

If you have a question about an order you have placed with the ABA for Law Day U.S.A. materials, please contact the Order Fulfillment Department at (312) 988-5561, attention Carol Wooge.

Additional ABA Resources

Young Lawyers Division

This year for the ninth time, YLD will sponsor a National Community Law Week in conjunction with the 34th anniversary of Law Day U.S.A.

The chairperson for YLD National Community Law Week is:

Amy Campbell
P.O. Box 684
Mt. Pleasant, SC 29465
803/884-6874

Many recent Law Day programs have focused on reaching specific audiences or addressing the need to inform the public about specific developments in the justice system. ABA staff are available to discuss the legal problems of the elderly, dispute resolution, and projects to aid the homeless. For more information or referrals to experts in your area contact:

ABA Commission on Legal Problems of the Elderly
Staff Director: Nancy Coleman
202/331-2630

ABA Standing Committee on Dispute Resolution
Staff Director: Larry Ray
202/331-2660

ABA Representation of the Homeless Project
Staff Director: Patricia M. Hanrahan
202/331-2291

In addition, the ABA Senior Lawyers Division may be able to assist your organization in locating a speaker for Law Day events.

ABA Senior Lawyers Division
Staff Director: Fred Franklin
312/988-5583

The office of the ABA president will produce a videotaped Law Day message by John J. Curtin, Jr. For more information, contact:
Ed Yohnka
312/988-5102

Additional Program Ideas and Resources

"Meet Your Judges" is a highly successful public forum project which was developed and piloted on a statewide basis by the California Judges Association. In 1990, the program was adopted by the ABA Commission on Partnership Programs as the first National Model Partnership Program. As part of this effort, more than 18 states have chosen to participate in the "Meet Your Judges" program during spring 1991, and many will include the forum as part of their Law Day or Law Week efforts.

This public education forum project is simple in concept–local judges appear in a public forum setting at which they respond to written questions submitted by the audience. Those attending are also provided with general information they can take home with them describing how their local court system works and other information which they may find helpful. It is a simple concept–but one which had extraordinary success in educating the public about our system of justice and "demystifying" the courts.

The ABA Center for Partnership Programs, working with the California Judges Association, has produced a planning handbook and videotape of highlights from the California programs, as well as other supplementary materials to assist those planning to conduct "Meet Your Judges" forums.

The ABA Center for Partnership Programs serves as coordinator and resource center for an ongoing national effort to address public and attorney perception of the legal profession and the justice system. The ABA Center works to achieve this goal by encouraging the formation and strengthening of partnerships between the legal community and the public to improve public understanding of the justice system and the role of lawyers and judges.

For more information on "Meet Your Judges" and the National Model Participants, please call or write:

Eileen M. Murray, Director
Center for Partnership Programs
American Bar Association
750 N. Lake Shore Drive
Chicago, IL 60611
(312) 988-5464

ABA Commission on Legal Problems of the Elderly

Two new projects cosponsored by the ABA and the American Association of Retired Persons (AARP) are informing senior citizens of rights and legal issues that affect their lives. Both of these projects can easily be adapted for successful use in Law Day efforts.

The first is a booklet entitled "Health Care Powers of Attorney" which explains how someone can appoint an agent to make health care decisions if that person is unable to do so. Written by the ABA Commission on Legal Problems of the Elderly in cooperation with the Section of Real Property, Probate and Trust Law, the booklet includes a sample form with instructions.

Copies of "Health Care Powers of Attorney" are available in bulk:

2–10 copies, $1.50 each
11–99 copies, $1.25 each
100–499 copies, $1.00 each
500 or more copies, 75¢ each.

To order in bulk, contact the ABA Commission on Legal Problems of the Elderly at (202) 331-2297.

The ABA and AARP have also joined forces to produce radio and television public service announcements advising senior citizens about their rights. This public service announcement campaign is called "Do Yourself Justice, Know Your Rights" and features celebrities Alex Haley, Celeste Holm, Rita Moreno, Cliff Robertson, Eli Wallach, and Anne Jackson.

The announcements cover selected legal issues including Medicare appeal rights, nursing home rights, job and credit discrimination, incapacity, funeral planning, lifeline telephones, and Medigap Insurance.

For more Information, contact:
ABA Commission on Legal Problems of the Elderly
1800 M Street, N.W.
Washington, D.C. 20036
(202) 331-2297

ABA Public Education Division

Bill of Rights Bicentennial

The ABA Public Education Division (PED) is conducting a multifaceted educational program in commemoration of the Bill of Rights bicentennial. In addition to providing assistance with a wide range of program activities, the division has many supplemental resource materials available, including videotapes, posters, special-issue magazines, newsletters, and handbooks to help bar associations and interested legal professionals plan for exciting Law Day programs and continuing efforts to educate the public about the Bill of Rights. PED bicentennial programs and resources are being developed for both youth and the general adult public.

Youth Education Programs

Interested in learning more about ABA youth education programs? The ABA Special Committee on Youth Education for Citizenship (YEFC) is conducting a number of special bicentennial activities, including a national symposium on teaching about the Bill of Rights cosponsored with the Smithsonian Institution, and an exemplary teachers initiative. YEFC also provides clearinghouse and consulting resources for legal professional and educators. For further assistance in planning Bill of Rights youth education programs, contact YEFC at (312) 988-5735.

Adult Education Programs

"The Bill of Rights in Transit" public service advertising campaign is the cornerstone of the extensive adult education bicentennial programs planned by the Commission on Public Understanding about the Law (PUAL) for the 1991 bicentennial. The awareness generated by the campaign may be supplemented with local educational programs such as mock trials or school board meetings on contemporary Bill of Rights topics. PUAL also provides consulting and clearinghouse services for bars conducting Bill of Rights programs. For further information call PUAL at (312) 988-5721.

ABA Public Education Division
Bill of Rights Bicentennial Materials
(312) 988-5742

Bill of Rights in Transit Posters

These popular posters which address freedom of speech, freedom of religion and the equal protection clause of the Fourteenth Amendment were piloted in five cities in 1990. The public service advertising program wil be expanded nationwide in 1991. Each 11-by-28-inch poster is printed on heavy poster stock. Individual copies are $4.95 each; bulk rate discounts are also available. Please call the Commission on Public Understanding About the Law at (312) 988-5742 to order.

Speakers Kit for the Bill of Rights Bicentennial

Included are all elements needed to organize a community or statewide speakers bureau. Seven sample speeches address the following topics: "American Courts and the Constitution"; "Bill of Rights Today"; "Challenge of the Bicentennial"; "Constitution As We Know It"; "First Amendment Freedoms"; "History of the U.S. Constitution"; and "You Have the Right to Remain Silent." $7.00 per kit.

Order from the Commission on Public Understanding About the Law, 541 W. Fairbanks Court, Chicago, IL 60611 or phone (312) 988-5742.

Multi-Media PSA Kit

The components of the kit will be derived from the Bill of Rights in Transit public service advertising campaign which was piloted on public transportation systems in five cities in 1990. Included are camera-ready print ads for use in bar publications and local newspapers, sample scripts for radio spots and slides, and narration for television ads.

Cost to be determined. For information phone (312) 988-5742.

Law Day U.S.A. Promotional— Educational— Informational Materials

Informational-educational-promotional materials have been produced for use by state and local bar associations, judges and court administrators, staff judge advocates of the military, legal auxiliaries, schools, churches, and businesses in connection with Law Day U.S.A. programs.

Following is a brief description of each item.

Promotional/Publicity Materials

Planning Guide Additional copies of this guide are available for bar associations, lay organizations, and schools wishing to present an informational-educational program in support of Law Day U.S.A. The manual contains how-to-do-it suggestions for programs for schools, civic service organizations, and courts. It features many helpful ideas for implementing the theme and gives examples of successful programs. Single copies have been mailed to bar presidents, secretaries, and Law Day U.S.A. chairpersons.

$3.00 each.

Leaflets Four-color, six-panel 9-by-12-inch informational leaflet for adult and youth audiences. The leaflet explains why we have Law Day U.S.A., objectives of the observance, and facts about our laws, our rights, and our court system. It can be distributed during classroom visitations, courthouse tours, school and church assemblies, and public addresses.

$7.00 per hundred.

Bumper Stickers White background, blue letters, saying Law Day U.S.A. May 1. Three by 11½ inches with peel-off backing.

50¢ each.

Buttons Color (white background with red and blue lettering) button. One and a half inches in diameter, with safety lock pin. Buttons bear the words: Law Day U.S.A. May 1.

$7.00 per package of fifty.

Law Day U.S.A. Pencils No. 2 lead pencils with patriotic stars and stripes imprinted on lower half; upper half of pencil has blue imprint "Law Day U.S.A." on white background.

$7.00 package of 50 unsharpened pencils.

Stickers Color (white background with red and blue lettering) pressure-sensitive stickers. One-and-a-half-inch diameter. Each circular sticker bears the words: Law Day U.S.A. May 1.

$7.00 per roll of two hundred.

Law Day U.S.A. Balloons Nine-inch round sapphire blue balloons with "Law Day U.S.A." printed on one side in white letters.

$7.00 package of fifty.

Mugs 14-ounce translucent plastic mug with handle; "Law Day U.S.A. May 1" printed in blue letters on both sides.

$1.00 each.

Magnets Flexible, soft plastic magnet in red, white, and blue. Bears the words: Law Day U.S.A. May 1. One-and-a-half-inch diameter.

50¢ each.

Folders Attractive paper folder, two inside pockets, 9½-by-12-inch with a one-half-inch expansion. High-quality white paper stock with black lettered design. Bears the words: Law Day U.S.A. May 1.

$1.50 each.

Publicity/Publication Aids This package is designed for organizations that are producing their own Law Day pamphlets, flyers, invitations, programs, brochures, certificates, and newspaper ads. It contains two black-and-white stats of this year's Law Day artwork, one stat each of the art appearing on the outside front and back covers of this Planning Guide, that can be used as art for a newspaper ad, pamphlet, program, postage meter plate, flyer, or certificate.

$3.00 per set.

Editorial Viewpoints Series of two op-ed (opposite editorial page) views about Law Day. The statements can be used by bar leaders as a basis for their own comments in newspapers and television. Particularly useful as the framework for "guest editorials" or comments on radio and television.

$2.00 per set.

Newspaper Ads Four newspaper public service "advertisements" are available as a package. Two are keyed to the current Law Day theme, two refer to free legal consultation. Reproduction proofs only.

$4.00 per set.

Radio Public Service Announcements Series of two humorous 60-second spots have been designed for the addition of a "live" tag identification by local groups. Guidelines included on how to place. Reel-to-Reel.

$15.00 for first set; $7.50 for each additional set.

Law Day Letterhead Use for press releases, correspondence, bulletins, and committee reports. Eight-and-a-half-by-11-inch, white with 2-inch top border reading "Law Day USA May 1" in blue and red letters.

$7.00 per 100 sheets.

Theme Posters These bright, four-color, 24-by-35-inch posters are reproductions of the art shown on the outside back cover of this Planning Guide. Ideal for mall booths, schools, libraries, and meeting places.

$5.00 per poster, including mailing tube.

We The People Posters The Preamble to the U.S. Constitution in colored script with "Law Day U.S.A. May 1" printed at the bottom.

$4.00 each, including mailing tube.

Window Card Striking four-color, single-wing easel, 14-by-11-inch display card illustration of the Law Day art shown on the back outside cover of this Planning Guide.

$2.00 each.

Activity Announcement Poster A four-color, 11-by-20-inch display poster with foldout wing easel. The poster is intended to be used to announce Law Day programs on bulletin boards or, with foldout easel, on tables or in windows. It differs from the window card in that space is provided for organizers of an event to fill in scheduled activity, time, date, location, and sponsor.

$2.00 each.

Law Day Greeting Cards Attractive 6⅝-by-5-inch greeting card designed by West Publishing Co. The four-color cover features award-winning art work by James M. Haughey entitled "Landmarks in American Law." The cards can be used to send to news media, educators, politicians, and other key people in the community as a reminder of Law Day observances.

$15.00 per box of 25.

Awards

Liberty Bell Award Plaque Bronze-relief replica of the Liberty Bell mounted on an attractive walnut shield, 8⅛ inches square and ½-inch thick. A bronze name plate, 4-by-1¼-inch, is included for local engraving.

$38.00 each.

Liberty Bell Lapel Pins ⅝-inch lapel emblem molded reproduction of the Liberty Bell, die struck and plated in 24k gold, embellished with the words, "Law Day U.S.A.," in red, white and blue enamel, with a clutch-back fastener. Packaged in plastic presentation box with foam pad, a perfect accompaniment to the Liberty Bell Award Plaque.

$4.00 each.

Award Certificates This set consists of first-, second-, and third-place certificates. The hand-lettered, 8½-by-11-inch certificates have space to inscribe the name of your organization and officer, the winner's name, and date. They are suitable for framing.

Suggested use: Present to winners of poster and essay contests, mock trial competitions.

$8.00 set of three.

Certificate of Appreciation Designed for organizations to acknowledge the support and assistance of Law Day Committee members, schools, individual teachers, speakers, and others who participated in Law Day U.S.A. programs. The 8½-by-11-inch certificates have space to inscribe the name of your organization and the recipient. They are suitable for framing.

$1.00 each.

Pamphlets

When to See a Lawyer This informational pamphlet condenses essential information from the popular booklet *The American Lawyer: When and How to Use One*. It describes common situations that require legal advice and what to expect from one's lawyer.

1–9 copies: 25¢ each; 10–99 copies: 22¢ each; 100 or more copies: 20¢ each.

How to Choose and Use a Lawyer A pamphlet that contains excerpts from *The American Lawyer: When and How to Use One*, and discusses how to find the right lawyer for one's legal problem, lawyers' fees, and working with one's lawyer.

1–9 copies: 25¢ each; 10–99 copies: 22¢ each; 100 or more copies: 20¢ each.

Employment and Education Rights Over Age 50 This pamphlet discusses the critical Age Discrimination in Employment Act and Age Discrimination Act, the rights that older persons have concerning employment and education, and recourse they can take if they think their rights have been compromised. This information is from the booklet *Your Rights Over Age 50*.

1–9 copies: 25¢ each; 10–99 copies: 22¢ each; 100 or more copies: 20¢ each

Important Facts about Credit This pamphlet contains information from the booklet *Your Legal Guide to Consumer Credit* concerning establishing credit, checking one's credit record, and correcting credit mistakes.

1–9 copies: 25¢ each; 10–99 copies: 22¢ each; 100 or more copies: 20¢ each.

Tenants' Guide to the Law Excerpted from the booklet *Landlords and Tenants: Your Guide to the Law*, this pamphlet covers essential information for tenants on leases, rent, security deposits, and maintenance of the premises.

1–9 copies: 25¢ each; 10–99 copies: 22¢ each; 100 or more copies: 20¢ each.

Suggested use: These booklets and pamphlets may be distributed in conjunction with classroom visitations, town hall meetings, free legal consultations, booths set up in a courthouse or at a shopping mall, and public addresses.

Booklets

Pocket-Size Edition U.S. Constitution A special Law Day commemorative edition of the U.S. Constitution. Dark blue leatherette cover, 32 pages, 3½ by 5¾ inches.

75¢ each.

In Search of Justice This 66-page booklet traces America's search for justice throughout its history. The discussions cover the right to vote, the First Amendment, justice for the accused, and equal protection of the laws. It is intended for high school students and adults.

Suggested use: Presentations on Bill of Rights, juvenile rights and responsibilities, importance of voting.

1–9 copies: $1.00 each; 10–99 copies: 65¢ each; 100 or more copies: 45¢ each.

Buying or Selling Your Home This 36-page guide for laypersons points out principal considerations involved in the buying or selling of a home and their significance to the home buyer or seller. It discusses how to choose an attorney, using a broker or buying or selling directly, the purchase contract, financing, buying on contract, tax aspects, title considerations, and multiunit ownership.

One copy: $2.00; 2–99 copies: $1.50 each; 100–999 copies: 50¢ each; 1,000 or more: 35¢ each.

Law as a Career A 14-page booklet explains the role of lawyers in society, opportunities for careers in law, and availability of jobs, and suggests that before embarking on a law career candidates should first consider their own interests, goals, and qualifications. The booklet discusses how to choose a law school, how to get into one, what a law school is like, the tuition for full-time students, and what lawyers earn annually.

First copy free; 2–25 copies: $1.00 each; 26–100 copies: 80¢ each; 100 or more: 60¢ each.

You and the Law Series

Law in the Workplace is an 80-page booklet which is of interest to everyone who works. It touches on all the major areas of employment law—recruiting and hiring, employees' rights and responsibilities, unemployment benefits and workers' compensation, and planning for retirement. In an easy-to-read, question-and-answer format it provides a basic road map to an exciting and fast-growing area of law.

Single copies, $2.50; 10–99 copies $2.00 each; 100 or more copies $1.50 each.

Law and the Courts is an 80-page booklet which revises and greatly expands a popular handbook on law and legal procedure in this country. Included are new sections on the adversary system, the various levels of courts, special tribunals, and the roles of lawyers and judges. The core of the booklet—the discussion of trial procedure—has been augmented by new sections on settlements and alternative dispute resolution, and the glossary has been significantly expanded. Intended for journalists, court watchers, and any other laypeople interested in law in action.

Single copies, $2.50; 10–99 copies $2.00 each; 100 or more copies $1.50 each.

The American Lawyer: When and How to Use One A new 36-page, 6-by-9-inch booklet written for both adults and students, explaining how to select a lawyer, what lawyers charge, working with your lawyer, and a lawyer's training, duties, qualifications, and responsibilities.

1–9 copies: $2.50 each; 10–99 copies: $2.00 each; 100 or more copies: $1.50 each.

Your Legal Guide to Marriage and Other Relationships Revised and updated to take into account the ongoing changes in state laws and court decisions, this 80-page booklet discusses the legal and financial responsibility of couples living in and out of marriage. Premarital contracts, estate planning, divorce, and children's rights are but a few of the issues discussed.

Single copies: $2.50; 10–99 copies: $2.00 each; 100 or more copies: $1.50 each.

Your Legal Guide to Consumer Credit This 48-page booklet explains how to apply for and use credit, how to check one's credit record, correcting credit mistakes, and debt collection practices. It also covers bankruptcy proceedings and alternatives to declaring bankruptcy. The booklet is a solid compendium of helpful facts and figures about credit for the consumer.

1–9 copies: $2.50 each; 10–99 copies: $2.00 each; 100 or more copies: $1.50 each.

Your Legal Rights Over Age 50 is a brand-new 128-page book highlighting protections for older Americans. Included are older Americans' rights on the job, their rights to adequate health care and housing, and their rights to Social Security and private pensions. Other chapters deal with rights in a nursing home, rights if impaired, rights to legal assistance, and the right to remain in control of one's life. The book is written in an easy-to-understand question-and-answer format, with larger type for ease of reading. Information is current as of the beginning of 1991, and includes all the recent federal legislation extending the rights of older Americans.

Single copies: $2.50; 10–99 copies: $2.00 each; 100 or more copies: $1.50 each.

Landlords and Tenants: Your Guide to the Law This 64-page booklet presents an overview of the rights and responsibilities of landlords and tenants. Written in a question-and-answer format, it covers 24 important areas of concern, including leases, security deposits, maintenance of premises, housing codes, payment and nonpayment of rent, and eviction. The booklet also lists state and local agencies that offer assistance on specific problems.

1–9 copies: $2.50 each; 10–99 copies: $2.00 each; 100 or more copies: $1.50 each.

Educational/Informational Materials

Pattern Speeches Two different speeches are being offered for delivery to various audiences.

Suggested use: Presentations to civic clubs, senior citizen groups, and the general public at luncheon or dinner meetings or conferences on the law; classroom visitation by attorneys; part of week-long program on the law and the justice system.

Set of two: $3.00.

Plays Two scripts by law professor Michael E. Tigar: *The Trial of John Peter Zenger* (5 scenes), a dramatization of the celebrated 1734 libel trial.

Haymarket: Whose Name the Few Still Say with Tears (11 scenes), the 1886 "Haymarket Square Riot" is dramatized in this script based upon the Haymarket Square trial transcript, newspapers of the day, and the speeches, writings, and letters of the participants.

$4.00 each.

Mock Trials Six mock trials, two for grades K–6 and four for grades 7–12, are being sold individually.

The K–6 trials are: (1) *Goldilocks v. The Three Bears*, and (2) *The Big Bad Wolf v. The Three Little Pigs*. They are scripts of the trials, presented to support a verdict by students of either guilt or innocence. Each is based on the popular folk tales, and includes a guide to conducting a mock trial.

The trials for grades 7–12 are:

(1) *Midland v. Pence*, a criminal trial of demonstrators who protested the alleged misconduct of the superintendent of prisons. The trial addresses the issues of freedom of speech, peaceful assembly, and the need to maintain public order for the safety and general welfare.

(2) *Murphy v. National Sheet Metal*, a civil trial which addresses the question of equal employment opportunity for women and the effect it has had on employers' hiring and promotion practices.

(3) *Thomas Hudson v. The Washington Post* is the case of a divorced father who has custody of his and his former wife's son. The mother abducted the child and her story appeared in *The Washington Post*. The issue is whether the best interests of a child and a father's right to custody outweigh a reporter's and newspaper's right to maintain the confidentiality of their sources.

(4) *Andrews v. Springville School System, et al.* is a lawsuit brought against a local school system by the parents of a high school girl who has been refused a tryout for the boys' soccer team.

The trials for grades 7–12 include facts about the case, statements by witnesses, a guide to conducting a mock trial, and simplified federal rules of evidence.

Suggested use in grades 7–12: Presentation to students by attorneys and other officers of the court at a school or courthouse with students acting as the jury; distribution to teachers for students to act out all parts of the trial themselves under the guidance of attorneys; videotaping of the trial by attorneys, then distributed to teachers.

$2.00 each.

Changing Rights in Action A series of three illustrated booklets explaining in children's terms what some of their "rights" are and how some rights are changing for children as well as adults. Elementary (K–4) booklet features a story about an 8-year-old girl who is moving away from her home town. The move creates problems. Students are asked to answer ten questions about the "rights" of the girl and others. Middle (5–8) booklet examines two different groups of people to see how their rights have changed and asks students to do projects that will help them to understand how rights change. Secondary (9–12) booklet invites students to match certain important rights with the correct amendments to the Constitution.

Suggested use: Classroom presentation on rights and responsibilities; distribution to teachers as basis for curriculum on the law.

(Specify K–4, 5–8, 9–12) 1–24 copies: 75¢ each; 25–49 copies: 40¢ each; 50 copies or more: 30¢ each.

You and the Law Intended for the general public, this new 608-page volume uses a "reader-friendly" question-and-answer format to provide accurate, up-to-date information about the law that affects poeple in their day-to-day lives. Included are chapters on buying and selling a home; wills, trusts, and estate plannng; law in the workplace; personal injury; the rights of older Americans; family law; consumer credit and bankruptcy; and when and how to use a lawyer. The book also includes charts and graphs providing information about state and federal laws, and each chapter includes listings of resources for further information and assistance.

$19.95 each.

Freedom Has A Name: The Bill of Rights Special Law Day Issue of *Update on Law-Related Education* Substantive articles and teacher-tested classroom strategies on the Bill of Rights suitable for use at the elementary or secondary levels make this issue a "must" for Law Day volunteer activities. Special pricing for bulk orders puts this unique resource within the reach of any budget.

$6 each; $40 for 10 copies; $80 for 30 copies; $115 for 50 copies; $160 for 100 copies.

Handbooks on Teaching the Constitution Two handbooks include activities, information, and resources for use in schools and communities. *Helping Children to Understand the U.S. Constitution* is intended for kindergarten through grade six. *Celebrating Our Constitutional Heritage with Young People* is intended for grades six through twelve.

$1.75 for each handbook.

Bar/School Partnership Handbooks

Law Day Partnerships aims to help lawyers and educators improve and expand on their Law Day programs. $1 each.

Lawyers in the Classroom contains advice for lawyers volunteering as classroom resource persons. $1 each.

One-Day LRE Conferences provides how-to advice on holding a one-day conference on law-related education. It includes sample letters, forms, and agendas. $1 each.

Putting on Mock Trials is a handbook for teachers and lawyers in the step-by-step process for setting up a mock trial for students. Sample mock trials are provided. $1 each.

The Courts and the Schools provides how-to information and strategies on how teachers can involve court personnel in both in-class and out-of-class programs. $1 each.

Business-School Cooperatives: Meeting Educational Needs features practical information on how schools and businesses can work together to prepare students for the demands of the 21st century workplace. $1 each.

Establishing Links to the Schools is intended to help community volunteers in LRE to form successful partnership programs with schools.
$1 each.

Constitutional Updates: Liberty, Equality, Justice, and Power. Four special bar-school partnership handbooks on great constitutional themes contain articles and teaching strategies. $1 each.

The Bulwark of Freedom A book in honor of the late Leon Jaworski, who pioneered the ABA's commitment to public education about the law. Included are ideas and models for youth, college and university, and adult education programs.

$4.95 each.

Understanding the Law: A Handbook on Educating the Public The 232-page book includes tips on how to organize public education programs and write about the law in terms understandable to the public. Describes existing model program, including bar association favorites.

$10.95 each.

Speaking and Writing Truth: Community Forums on the First Amendment A detailed guide describing six mock trials or legislative hearings on First Amendment topics. Forum scripts help audiences explore contemporary concerns about censorship, libel, national security, and other topics. Also contains brief legal memoranda on each topic.

$4.95 each.

How to Order Law Day Materials

Deadlines All Law Day materials should be ordered early to facilitate prompt deliveries and ensure availability.

April 10 is the final deadline for order placement.

An order form is inserted in this Planning Guide for your convenience.

Packages weighing 20 pounds or less will be sent parcel post; those over 20 pounds must be delivered by truck. Allow approximately twenty-one days for delivery of printed materials. Inform us promptly if orders are not received within this time.

All overseas orders are automatically sent via air. Cost for overseas mailing and shipments first class on the mainland will be charged to the addressee.

Please supply us with proper overseas military mailing addresses and shipping instructions for materials to avoid delays in shipping. Shipping time for overseas mailing is necessarily longer than U.S. mailings. Please order accordingly.

Address order to: American Bar Association, Law Day U.S.A., 750 North Lake Shore Drive, Chicago, IL 60611, attention Mary Waller.

Payment All orders *must* be accompanied by a check made payable to the American Bar Association, a purchase order, or Visa/MasterCard number.

Public Service Award Highlights

The following descriptions do not constitute summaries of the award-winning Law Day programs, but merely highlight some of the more outstanding aspects of each program. The groups listed below are past winners of the ABA Law Day U.S.A. Public Service Award competition.

Oklahoma Bar Association, Oklahoma City, OK

- Ask-A-Lawyer Program (statewide): a two-hour program aired on public television. Coordinated with a free legal consultation service. Three hundred thirty attorneys participated in the telephone consultations which provided advice to approximately 4,000 Oklahoma residents.
- Law Day Project Notebook: funded by contributions solicited by the state Law Day U.S.A. committee and distributed to each of 77 county Law Day committee chairpersons.

Cheboygan County Bar Association, Cheboygan, MI

- Extensive countywide mock trial program involving six public and private high schools. Program consisted of a divorce case held before a local probate judge and an innovative criminal mock trial, *The People of the State of Michigan v. Boy George*, wherein the famous rock star was charged with shoplifting cosmetics from a local store.

Dougherty Circuit Bar Association, Albany, GA

- Expanded their annual Ask-A-Lawyer program to two days, offering free 15-minute consultations at two locations, the Albany Mall Shopping Center and the U.S. Marine Corps Logistical Supply Base.
- Conducted an extensive and extremely successful public service announcement campaign involving broadcast and cable television and radio stations as well as newspapers.

Stark County Bar Association, Canton, OH

- Conducted traditionally diverse program including numerous programs and events such as: junior high school poster contest, senior high school essay contest, mock trials and speeches in area schools, TV and radio call-in shows, court admission ceremonies, naturalization ceremonies, newspaper editorial placement, and a Law Day U.S.A. luncheon.
- Unique Law Day Blood Donor program, with 70 attorneys, judges, and legal secretaries participating.

Tulsa County Bar Association, Tulsa, OK

- In addition to a number of traditional Law Day U.S.A. events, conducted the large-scale and extremely successful Law Fair held at the Woodland Hills Mall. Law Fair featured presentations (film, video, and theatrical), and exhibits and displays by 33 different law-related organizations, including the fingerprinting of children by the Oklahoma National Guard. Law Fair enabled the public to learn about an array of law-related community services at one location.

Lakeland Bar Association, Lakeland, FL, in cooperation with the 2d District Court of Appeals and the Lakeland Kiwanis Club

- Efforts exemplified the classic well-rounded Law Day U.S.A. program. Utilized standard projects and events while focusing on news coverage of events and coordination of efforts with other law-related and community service organizations.

Lawyers' Wives of Los Angeles, Los Angeles, CA

- Utilizing a panel discussion format, this program concentrated on a specific audience: the average working person who is usually unable to participate in Law Day U.S.A. programs conducted during business hours. Working with the Data Products company, the group held a panel discussion on consumer law issues followed by a question-and-answer session during the noon hour in the employee lunchroom. The company assisted promotional efforts by inserting announcement flyers in employee pay envelopes prior to the event.

The Chicago Association of Law Libraries Special Committee on Services to the Public, Chicago, IL

- Dedicated all Law Day efforts to improving citizen access to legal resources.
- Sponsored a law library open house for all public librarians on May 1.
- Produced and distributed to public libraries a directory which listed and explained how to obtain and utilize legal materials and resources.

- Organized a group of law librarians to give individual consultations and sponsor group workshops for public librarians.

The Supreme Court of New Hampshire, Concord, NH

- In response to results of a Hearst Corporation survey which showed 50 percent of the American public mistakenly believe it is up to the person accused of a crime to prove their innocence, the New Hampshire Supreme Court launched its 1984 Law Day Project, "A Stone's Throw."
- The program centered on a mock juvenile delinquency hearing involving minors accused of throwing rocks at a motor vehicle from a highway bridge.
- The goal of the program was to introduce the 1,700 participating students to the basic constitutional principle that an individual accused of a crime is innocent until the state proves guilt beyond a reasonable doubt.

Oakland County Circuit and Probate Courts, Pontiac, MI

- Selected two diverse target audiences, senior high school students and senior citizens, and tailored a series of events to each group's interests and needs.
- Program included courthouse tours, various guest speakers, and sessions to observe the courts in action.

Ball State University Law Day Committee, Muncie, IN

- While events were sponsored by the finance and political science departments, the programs were all-encompassing and encouraged participation by students and faculty of all disciplines as well as community residents.
- Programs ranged from "A Legislative Review of the Indiana General Assembly" and "International Law for Students of Business" to "The First Amendment and Student Rights" and "Meet the Local Bar–Ask a Lawyer."

Blount County Bar Association, Maryville, TN, in conjunction with the Blount County Legal Secretaries Association

- Conducted a well-orchestrated legal information fair at a local shopping mall.
- Legal Secretaries Association screened and directed individuals to appropriate attorneys, distributed pamphlets, and provided notary services free of charge.
- Different attorneys staffed private consultation booths set up to deal with inquiries about eleven different areas of the law ranging from how to choose a lawyer, attorney ethics, and small claims to real estate and domestic relations.

Blair County Law Enforcement Association, Hollidaysburg, PA, in cooperation with the Blair County Bar Association

- Provided a range of programs while focusing on law enforcement-related aspects, such as fingerprinting of children. Incorporated the use of the National Crime Prevention Bureau's "Take a Bite Out of Crime" campaign.
- In addition, conducted a variety of projects such as: county courthouse and prison tours, speakers' bureau, dinner dance where citizen of the year award was presented, countywide billboard design competition involving high school commercial art students, essay contest judged by members of the the local media, shopping mall displays, and a scholarship competition.

Office of the Staff Judge Advocate, Marine Corps Logistics Base, Albany, GA

- Produced and/or distributed a wide range of materials on law-related issues of particular interest to the base community.
- In addition to Ask-A-Lawyer, child fingerprinting, and voter registration projects, conducted public safety and Family Services awareness programs.

Office of the Staff Judge Advocate, U.S. Air Force Base, Misawa, Japan

- Extensive use of radio and television outlets including the production and airing of a videotaped dramatization of a court martial, and 30-second radio public service announcements on seven different consumer topics.
- Conducted briefing sessions for families of base personnel concerning the legal environment in Japan.

Offices of the Staff Judge Advocates for the 24th Combat Support Group, U.S. Air Force, and the 193rd Infantry Brigade, U.S. Army, Republic of Panama

- Unique cooperative effort among attorneys from the United States Armed Forces and the Panama Area Federal Bar Association.
- Efforts included a segment of the local "Family Forum" television program devoted to describing the services provided by the Army, Navy, Air Force, Reserve, and Trial Defense Services and the eligibility requirements for the use of such services. The program included a call-in segment for viewer questions.

Model Programs

Introduction

The following model programs represent a selection of various Law Day/Law Week activities throughout the country. They were chosen for their variety, innovation, and popularity, and feature bar associations and other organizations of various sizes and budgets.

The information here is intended to give a general idea of how to conduct certain types of Law Day/Law Week activities.

Law and Court Observance Week: Statewide Publicity Program

Bar Association Alabama State Bar

Synopsis Focusing primarily on statewide publicity and providing ideas and "how-to" information to local bar associations, the state bar offered a planning guide and lists of resources.

Program Description Alabama's Law and Court Observance Week, cosponsored by the Alabama State Bar and the Alabama Judicial System, was the first statewide celebration of Law Day in the state's history. It was conceived to "provide citizens with an increased awareness of the law and its role in our society, and, through state and locally sponsored programs, to increase citizens' knowledge of the justice system in Alabama." One important way of providing this awareness was seen as the involvement of local bars in the program. The Law Day Committee functioned as a resource for materials, ideas, encouragement, and incentives for the local bars. It also executed an extensive statewide print and broadcast media publicity program, provided materials for teachers, and awarded prizes for law-related activities.

Planning for the April 25–May 1 program began in October. A steering committee of 31 people was formed. It consisted of appellate, circuit, district, and municipal judges, clerks and registrars, members of the bar association's Law Day Committee, the presidents of the state's two largest student bar associations, and representatives from the state's broadcast and print media. Staff support was provided by the Administrative Offices of Courts. A strong emphasis emerged from the first meeting: the broad-based educational program on the law and the courts would serve as an information resource for future years; therefore, care must be taken to document all the program-planning steps and the programs themselves.

The steering committee appointed subcommittees on media programs, local court activities, special projects, and educational activities. Their recommendations were presented at a January meeting and published in *A Program Guide for Law and Court Observance Week*.

The guide included: program objectives and overview; ideas for organizing, planning, and executing law-related programs; a list of people to contact for information and assistance; statewide media plans and information about working with the news media; a list of teachers especially interested in the courts; and information about audio-visual and printed supporting materials.

The guide was distributed to Law Day chairpersons who had been appointed by the presidents of local bar associations, all judges, and court officials. The steering committee suggested that the presiding circuit court judges and the Law Day chairpersons take primary responsibility for the local programs. Bars that traditionally had held successful Law Day programs were encouraged to continue them; bars that had never celebrated Law Day were given plenty of materials and ideas.

The steering committee gave special emphasis to programs for students. It developed materials for a poster contest that could be sponsored by local bars and planned a complete publicity program for Alabama schools.

Information packets about Law and Court Observance Week were sent to approximately 1,700 elementary, junior high, and senior high schools in the state. The packets included an overview of the event, suggestions for activities, a listing of law-related materials available from many sources (the ABA, the state bar, etc.), and a roster of judges and Law Day chairpersons. Details on Law Day programs for youth, law awareness projects, and Alabama's youth judiciary also were described.

Judges and attorneys were encouraged to offer their services in planning and participating in Law Day programs with their local schools. They also were given a list of teachers who had attended a teacher's workshop on the Alabama judicial system.

The steering committee asked local attorneys and judges to contact business and civic organizations in their areas to participate in Law and Court Observance Week.

Throughout the state, local bars presented hundreds of programs during Law and Court Observance Week: attorneys and judges participated in school forums and addressed students, civic groups and community organizations; the Supreme Court of Alabama convened to hear oral arguments at a high school; Law Day fairs were held in shopping centers; a

court open house drew hundreds of citizens; students participated in mock trials, essay contests, and courthouse tours; and the Alabama Judicial College Faculty offered awards for law-related projects entered in the state's social science fairs.

Publicity The major feature of the Alabama observance was a wide-ranging media program, including video-taped public service announcements for television, taped public service announcements for radio, general and specific news releases, and camera-ready public service advertisements for newspapers.

Two television public service announcements featured the need for rules in sports as well as in life. A third tape focused on the pain of imprisonment.

Ten radio PSAs, "law minutes," addressed a variety of law-related topics, including types of law, judge qualifications, the legal process, misconceptions about the law, Alabama "firsts" in the law, citizen participation in the law, and general human interest stories about the law and lawyers.

Sample Law Day and Law and Court Observance Week proclamations were sent to Law Day chairpersons, judges, and court officials. Two-color posters were distributed to attorneys and judges in each Alabama county with instructions on how to place the posters throughout their communities.

Four feature articles about law, courts, and the justice system in Alabama were mailed to all news media outlets, accompanied by a roster of circuit court judges and Law Day chairpersons.

Letters were sent to the public affairs directors of all radio and television stations to ask that they consider broadcasting programs about the law and the judiciary. They were given a list, by county, of judges, district attorneys, court officials, and Law Day chairpersons.

Copies of a song about respect for the law, written, sung, and produced by children in an elementary school's Law Awareness Club, were sent to radio stations throughout Alabama.

Finally, an important part of the state-wide news media program was the emphasis on *local* work with the media: in many cases, materials were provided to the local chairpersons with information about placing them and instructions were given for news media/local bar cooperation in programming.

Results of the media program were good. The television and radio PSAs were broadcast throughout the state; judges and local attorneys appeared on special public affairs programs about the law and the courts; the state's largest newspaper provided a feature article on judicial and legal education in the state; and the public service advertisement was carried in many newspapers.

Budget $14,000. The major part of the costs was postage, followed by the production of public service announcements for television and radio. These two expenses accounted for 80 percent of the budget.

Results Most of the state's population were aware of Law Week, and most importantly, "many attorneys, judges, and court officials have initiated public and youth education programs that will be continued in the future."

Membership Bar, 6,607; Judicial System, 1,500

Population of Area 3,890,061

Volunteers Hundreds

Law Week: A Variety of Programs

Bar Association Jacksonville (Fla.) Bar Association

Synopsis With a large, hard-working group of association members, the Jacksonville Bar Association planned a week of activities that included law career informational sessions, mock trial presentations, courthouse tours, law enforcement awards, a naturalization ceremony, a running competition, and a town hall meeting. Planning began in September.

Law Career Sessions Twenty-four local attorneys, in several panels, talked about admission to and success in law school and the practice of law at four Jacksonville colleges and four area junior colleges. They distributed booklets on legal careers from the ABA and the Florida Bar Association.

Mock Trial Association members arranged the video-taping of a 40-minute mock criminal trial presided over by a district court judge. Members of the bar served as prosecutors and defense attorneys. Local law enforcement officers volunteered to be witnesses. The tape was shown to 1,500 local ninth graders, who were asked to serve as the jury. Each class to whom the tape was shown was instructed and guided in its deliberations by a panel of Jacksonville judges and/or attorneys.

Poster Contest All fourth graders in the city were invited to design posters with the theme, "Our Responsibilities to Each Other." Sixty children entered the contest, which was judged by bar association members. The top four winners and their school principals were invited to the bar's annual Law Day luncheon, where they were presented with awards. The best posters were displayed at the luncheon.

Courthouse and Jail Tours Throughout the year, the JBA Auxiliary conducts courthouse tours for students. Additional tours were added during Law Week by the auxiliary. The county sheriff's office helped the bar

conduct a jail tour for members of youth groups interested in law-related careers.

Speakers Local civic groups and institutions were told that bar members were available for speaking about the law, and three such speeches were delivered. In addition, panels of attorneys answered questions of interest to senior citizens at two local nursing homes.

Law Day Luncheon The activities included the awarding of the bar association president's Pro Bono Award for the Fourth Judicial Circuit, presentation of the Liberty Bell Award and three Law Enforcement Officers Appreciation awards. The JBA Auxiliary presented a check for $1,000 to the county school superintendent for the county school system. The local network television station filmed the Pro Bono Award presentation for the nightly news show.

Law Day Run Law Day T-shirts were given to each of the 452 entrants in the 5,000-meter race in downtown Jacksonville, which was cosponsored by the bar association and a local newspaper and organized by a local track club. The race was open to the public, and the participants included state and military judges and local attorneys. The track club presented its awards immediately following the race. Special awards also were given to the fastest male and female attorneys under and over age 40, judges, legal secretaries, and runners in other miscellaneous categories at the bar association's annual meeting a few weeks after the race.

Town Hall Meeting The Young Lawyers Section of the bar planned talks on real estate, probate, consumer, juvenile, and criminal law issues, with approximately 15 attorneys participating. Because attendance by the public was disappointingly low, only the morning session of the scheduled all-day meeting was held. The afternoon session was rescheduled, in portions, for once-a-month talks at times and locations more convenient to the public. The original meeting was held at the downtown campus of a junior college. ABA and Florida Bar booklets and leaflets were distributed.

Speech Awards In conjunction with the county school system, the association cosponsored an Expository Address Competition for high school students throughout the state, and awarded inscribed plaques to the top three speakers on legal developments within the past 25 years. Association members served as judges.

Naturalization Ceremony Fifty-one adults and a child were naturalized in Jacksonville on April 30. The association provided a singing group, a speaker, and a reception after the ceremony. News coverage was provided by two local television stations.

Publicity The association prepared and sent several public service announcements on Law Week events to city radio stations, provided attorneys to a television station and a radio station for talk shows about Law Week, and obtained a mayoral proclamation of Law Week. A city newspaper published a series of articles on legal issues that were written by association members. All three city newspapers published the association's news releases about Law Week.

Supporting Materials The ABA booklets, *Your Rights Over Age 50, Your Guide to Consumer Credit and Bankruptcy, Landlords and Tenants: Your Guide to the Law, Law as a Career,* and *Buying or Selling Your Home;* materials from the Florida Bar Association; and a locally produced mock trial videotape

Budget $1,800

Results More than 4,000 people attended Law Week events.

Membership 1,147

Population of Area 540,898

Volunteers 100–500

Mock Mediation

Bar Association Nueces County (Texas) Bar Association

Synopsis The Nueces County Bar Association had requested the County Commissioner's Court to authorize a special court cost fee to fund an Alternative Dispute Resolution (ADR) system. Subsequently, the Bar Association established an ADR Center in Corpus Christi as a 501(C) (3) nonprofit corporation to alleviate overburdened court dockets. With the help of the local Public Broadcasting Service affiliate, the Bar Association produced a thirty-minute television broadcast of a mock mediation as an ADR educational tool for the community as well as the Bar members.

Program Description The first part of the program was an introduction by U.S. Senator Lloyd Bentson of Texas. Next, Richard Hall, an attorney, discussed the need for and the benefits of ADR and the local ADR Center. The last part was the mock mediation itself. Frederick E. Woods, an attorney, mediated a dispute between actors portraying two former live-ins disputing ownership of household goods. The dispute was successfully resolved, illustrating mediation as an effective and powerful alternative means of resolving disputes.

Budget $1,000 (in 1986) and the donation of filming and production services by the local Public Braodcasting Service affiliate

Results The videotape of the television program was used in educational programs presented to

community groups and governmental and social science agencies.

Membership 800

Population of Area 275,000

Volunteers Nueces County Bar Association ADR Committee

Settlement Week

Bar Association State Bar of Texas, Dallas County Bar Association, Jefferson County Bar Association, Montgomery County Bar Association, Tarrant County Bar Association.

Synopsis Attorneys voluntarily serve as neutral settlement conference mediators of lawsuits of all types pending in the local courts. Cases mediated are referred to Settlement Week by the court or by the parties themselves. Mediated settlement conferences lasting one and one-half hours are held throughout the week in available courtrooms, juryrooms, and courthouse conference rooms.

Program Description Following the success of Settlement Weeks in several Texas counties in 1987 and 1988, the 1989 Texas legislative session adopted a statute which requires two Settlement Weeks per year in counties with populations greater than 150,000. The statute allowed the local administrative judge discretion as to the timing of the Settlement Weeks but suggested the week of Law Day U.S.A. as a possibility. Four Texas counties (Dallas, Jefferson, Montgomery, and Tarrant) held a Settlement Week during the week of Law Day U.S.A. 1990. The Settlement Week Planning Committee usually begins preparations ten to twelve weeks before the scheduled date. Normally, the Settlement Week Planning Committee includes representatives of both the plaintiffs' and defendants' bar, judges, the local Alternative Dispute Resolution director, and local insurance company representatives. The working committee that handles Settlement Week notices and correspondences, mediator training, case selection, and all other logistics consist of bar members. A 25-page booklet entitled *How to Organize a Settlement Week* is available at no cost from Edna de los Santos, chairperson of the Texas State Bar Association Settlement Week Subcommittee.

Settlement Week is an opportunity for bar members to facilitate the administration of justice by volunteering to train and serve as mediators and by assisting in organizational work. Settlement Week sharply reduces the number of pending lawsuits and is often the first hands-on exposure to mediation for both attorneys and clients. It demonstrates that an attorney's responsibilities include, along with litigation, consideration of Alternative Dispute Resolution methods to resolve a client's dispute.

Publicity Newspaper and television coverage (e.g., press conferences announcing Settlement Week to the community)

Supporting Materials *How to Organize a Settlement Week* booklets which include planning timetables, applicable statutes, and sample orders, letters, and forms; mediator training manuals; and a list of experienced attorney-mediators available to assist with Settlement Week mediator training in other counties.

Budget $1,000 to $3,000 depending on size of local bar community. In-kind contributions of secretarial help, printing and copying services, and postage from law firms and insurance companies.

Results Over 400 cases (or 40 percent of the cases submitted) were resolved as a result of the Settlement Week activities of the above four Texas county bar associations. The Settlement Weeks also focused attention on judges and attorneys as they adjusted their traditional activities to serve the needs of citizens.

Membership State Bar of Texas: 47,000; Dallas County Bar Association: 10,000; Jefferson County Bar Association: 500; Montgomery County Bar Association: 250; and Tarrant County Bar Association: 2,400.

Population of Area Texas: 16,991,000; Dallas County: 1,854,700; Jefferson County: 239,800; Montgomery County: 178,900; Tarrant County: 1,128,600

Volunteers Members of the four county bar associations

Law Week: Working with Other Community Groups

Bar Association Orange County, Florida, Bar Association in conjunction with the Orlando, Florida, Naval Training Center Legal Service Office Detachment

Synopsis The bar sought to involve many community groups in cosponsoring Law Week activities in order to establish a broad-based Law Week effort. Response was good. The activities included a Law Day luncheon and award ceremony, courthouse tours, day-with-an-attorney, Law Day run, poster and essay contests, and a Law Enforcement Appreciation Breakfast.

Program Summary The Orange County Bar set a challenging goal for Law Week: involve as many members of the lay and legal community as possible in planning for Law Week in order to reach the largest number of people with the Law Week message. Five

members of the bar group, known for their involvement with the community, were appointed to the Law Week Committee and given the task of informing the community that the bar association was eager to work with either organized or ad hoc groups in Law Week activities. Schools, the Orlando Mayor's Office and a track club responded to the invitation. Most gratifying to the bar association was the enthusiastic involvement of the local Naval Legal Service Office Detachment (LSO): six LSO staff members worked with the bar group to sponsor mock trials for students, naturalization ceremonies, and a luncheon. Planning for the week began in September.

Law Day Luncheon/Award Ceremony The mayor of Orlando presented a Law Day Proclamation to the bar group during the luncheon, and also presented the bar's special Law Week awards to student essay and poster contest winners, the Student Law Awareness Award recipient, and the winners of the Liberty Bell Award. Nationally known television journalist Peter Lance was the guest speaker. Approximately 400 attorneys and lay people, including the county's political and law enforcement leaders, attended the luncheon.

Courthouse Tours Local paralegal students, through letters sent to the directors of the programs at local colleges, were invited to tour the county courthouse. Courthouse employees conducted the tours.

Social Events In order to promote social relationships among members of the bar and their families, the bar sponsored a trip to a local amusement park and a cocktail party.

Oral Argument Viewing High school students in law awareness classes were invited to listen to actual oral arguments at the Fifth District Court of Appeals. The Orange County Board of Education and teachers from local high schools helped the bar association prepare for the program. Ninety students attended.

Day with an Attorney Members of the Central Florida Association for Women Lawyers invited high school students to spend the day with them. The students were chosen by their teachers. Students listened in on a deposition, toured the law firm, toured the courthouse, and listened to a presentation on jury selection and the duties of jurors. Seventeen students participated.

Legal Self-Exam Members of the Orange County Legal Secretaries Association distributed brochures at a shopping mall with questions and answers about legal matters. The brochures also included information on the bar's extensive *pro bono* services and other bar services.

Prayer Breakfast Forty-five people attended this event at a downtown Orlando church. The speaker's topic was "Dealing with Priorities from a Christian Viewpoint." The bar association plans to actively solicit lay people to attend by working through county churches. A nominal fee was charged for the breakfast, to which specific community leaders had been invited.

Law Day Run The association's run, open to the public, was cosponsored by a local bank, with publicity assistance from a local track club. Approximately 300 runners entered the competition, for which award plaques were given in sex and age categories. Awards were also given for law firm participation. Each entrant received a T-shirt.

Poster and Essay Contests All elementary, junior high, and high schools in the county were invited to participate in the contests: junior high and senior high students were eligible for the essay competition, and elementary and junior high students were eligible for the poster contest. Winning posters were displayed at the Law Day Luncheon, to which the winners were invited to receive their savings bond awards. Essay competition winners also received savings bonds at the luncheon. The winning essays were published in the bar association's newsletter.

Awards An award was given to an outstanding high school student in a law awareness class. A panel of attorneys and judges selected the student, and the award was presented at the Law Day luncheon with the student's parents and law awareness teacher in attendance. Criteria for the award included the demonstration of an awareness of the importance of the law and helping others obtain a greater knowledge of the law. The Liberty Bell Award was given to a local organization for its work with unwed mothers. Members of the group attended the luncheon to receive the award.

Law Enforcement Appreciation Breakfast Forty police officers were invited as guests of the association. Attorneys were asked to donate money for the breakfast. A speaker addressed the joint concerns of attorneys and police.

Naval Base Activities Orlando's Naval Training Center Legal Service Office worked with teachers in nine elementary schools to present the *Goldilocks v. The Three Bears* mock trial, using fourth and fifth graders as attorneys, judges, witnesses, and court staff. Approximately 176 children took part in the trials and 1,500 children watched. The LSO produced posters to advertise the trials in the schools and obtained both television and newspaper coverage.

The LSO and the bar association organized a special Law Week naturalization ceremony, which was attended by 250 people from both the lay and legal community. A cub scout troop led the new citizens in their first pledge

of allegiance and the naval base's color guard and fife and drum corps performed. A local congressman gave a speech on the role citizens play in shaping the laws of our country.

Members of the lay and legal community were invited to attend a naval recruit graduation ceremony, followed by a Law Day luncheon at which a congressman spoke about the problems confronting the judiciary and the immigration service. More than 2,000 laypeople attended the day's activities, along with 140 attorneys and their families.

The LSO also offered law career presentations to local high schools and free legal consultations to enlisted personnel during Law Week, a continuation of year-round services.

Publicity The bar association placed news releases about Law Week with local television and radio stations and newspapers; received event coverage from television stations and newspapers; and obtained publicity assistance from local track clubs and the county board of realtors.

Supporting Materials ABA-produced mock trial scripts and brochures on legal services

Budget Bar association–$1,500 plus speakers' fees; LSO–$500

Results Approximately 6,000 people attended Law Week events.

Membership 1,200

Population of Area 471,660

Volunteers 60

Newspaper Insert/Law Day Dinner/Public Forums

Bar Association Santa Monica (California) Bay District Association.

Synopsis Three of the bar's Law Week programs were: an insert for the local newspaper with stories about the city's legal system written by association members; debates on issues of current local interest that were broadcast throughout the area; and a Law Day dinner benefiting the Legal Aid Society.

Program Description The association's Law Week observances included a four-page insert in the local daily newspaper, a dinner to raise money for the Legal Aid Society, and two live-broadcast public forums on high-interest local topics.

Newspaper Insert Members of the bar wrote the copy for the insert, including stories about the roles of the city attorney and the judge of the superior court; a message from the bar president about bar services; and articles about the Law Day dinner, the Law Week public forums, the bar's Lawyer Referral Service, and the Legal Aid Society.

The insert, which cost $15,000, was paid for by a local bank; the bank's advertisement was contained in a single line at the bottom of each insert page. The insert was included in the paper's Wednesday edition, which sells more copies than any other edition. The bar reports that calls to the Lawyer Referral Service increased after publication of the insert.

Public Forums On two consecutive Friday nights in the city council chambers, the bar association presented forums on two topics of great local interest: rent control and land use planning. The local college radio station, which has a large listening audience, broadcast the forums live as call-in programs. The callers' voices were amplified in the chambers. Eighty people attended the land use forum; more than 100 participated in the rent control program.

The bar group scheduled panel members with opposing viewpoints for the forums in order to insure lively debate. Speakers for the land use forum were a city councilman, the city attorney, the chairman of the local homeowner's group, and a land use attorney. The moderator was the chairman of the Santa Monica Planning Commission. The speakers for the rent control forum were a member of the rent control board, the former attorney for the rent control board, the president of the local apartment building owners' association, and the attorney for the building owners' association. The moderator was the assistant city attorney.

In addition to an article in the insert, the forums were publicized by flyers posted in the local public library and senior citizens' centers, and mailed in bulk to homeowners' associations, apartment building owners' associations, and renters' rights groups. The college radio station also promoted the forums.

Law Day Dinner One hundred and sixty people, each paying $35 to benefit the Legal Aid Society, attended the dinner. The bar association solicited sponsors from the city's law firms. Three firms responded with large donations, and $3,500 was raised for the society. Invitations were sent to association members, judges, politicians, and chamber of commerce members.

The dinner was held at a club house. The speakers were the president of the California State Bar and the presiding judge of the superior court. The dinner price did not include the drinks from the bar. The dinner lasted a little over two hours.

Publicity Newspaper insert and radio public service announcements

Budget $500. The major costs were mailing and printing flyers for the forums

Results One hundred eighty people attended the forums, and an uncounted number listened to the programs on the radio; $3,500 was raised for the Legal Aid Society; and more attorneys participated in Law Week than ever before.

Membership 500

Population of Area 88,314

Volunteers 49

No Bills Day

Bar Association Oregon State Bar

Synopsis Free legal consultations were the most popular Law Day program in the state, with more than half the county bars sponsoring the programs. The state bar promoted and encouraged county bar participation, serving as a resource for ideas and materials.

Program Description The state bar's goal is to "provide ideas, guidance, and encouragement" to the county bar associations in planning their Law Day observances in order to localize the observances. The state bar mailed an information kit to the county bars in January that contained ideas and directions for five different programs: No Bills on Law Day (free legal consultations), helium balloon distribution, courthouse tours, essay contests, and legal conferences/workshops for high school students. No Bills Day was the most popular Law Day program in Oregon, according to the state bar's public service coordinator. In fact, some county bars have begun to offer the program several times throughout the year. The state bar introduced the idea of No Bills Day to the county bars in 1980, and reports that more bar groups join in the program every year. No Bills on Law Day is based on the No Bills program pioneered by the Michigan Bar Association in 1974.

The information kit the state bar mailed in January contained outlines for forming committees, structuring a program, and setting time schedules, in addition to sample letters to community groups, public service announcements for television and radio stations, sample newspaper advertisements, a sample packet of brochures and news releases.

The state bar also offered free packets of public service pamphlets (information on divorce, rights of the accused, the Oregon court system, etc.) to the county bars for each person who came for a No Bills Day consultation, and informed the county bars that the state bar's toll-free telephone line could be used to schedule No Bills Day appointments for the public. The schedule was then sent to the county bars before No Bills Day. The state bar purchased ABA booklets and Law Day buttons and gave them without charge to the county bars requesting them.

The state bar suggested that each consultation on No Bills Day be no more than 15–20 minutes in length, that the state bar's lawyer referral brochure be given to each person, and that the program be cosponsored with local organizations such as service groups. The cosponsoring organization in most cases offered free use of a hall or other large facility for the program. No Bills Day consultations were also held at shopping malls.

Publicity Each county bar was given ideas and samples for arranging its own publicity. One suggestion was to arrange a radio call-in talk show just before No Bills Day, with attorneys answering questions on the air.

Supporting Materials ABA Law Day booklets and buttons

Budget $500

Results Fourteen of 28 Oregon county bar associations participated in the Law Day observance.

Membership 71,000

Population of Area 2,500,000

Volunteers 14 county bar associations

Panel Discussions

Bar Association Hawaii State Judiciary, Hawaii State Bar Association, Hawaii Legal Auxiliary, and University of Hawaii Law School

Synopsis Nine legal experts staffed three panels on three aspects of the law at the all-day public conference. Each of the four cosponsoring groups took charge of one facet of the program. The morning was devoted to the panel discussions; the afternoon to small "workshops" on issues raised in the morning session.

Program Description The legal auxiliary developed the idea of a Law Day conference on topics of current and general interest, and the idea to ask other legal groups to cosponsor evolved "naturally," a Law Day committeewoman said. Communication between the groups was already good, so the Law Day Committee was easily formed in January. It consisted of seven members of the auxiliary as the core group, the president of the bar association, a staff member of the judiciary group, and a member of the bar association. The law school, although not represented on the committee, provided administrators, faculty, and students for specific tasks.

The conference, with the national theme, was scheduled for May 1 at the state capital building auditorium. The morning session featured a half-hour keynote speech by a circuit court judge followed by three separate panel discussions. There were three legal experts on each panel. The topics were family law,

immigration law, and criminal law. A half-hour was reserved for questions and comments from the audience. The afternoon session was divided into three workshops that the members of the audience could select. The topics were the same as the morning's panel discussions.

The auxiliary provided general coordination of the conference; the judiciary group handled publicity, physical arrangements for the conference, printing, and obtaining a keynote speaker; the bar association recruited panel members and publicized the conference within the association; and the law school provided a moderator and staff willing to answer telephone questions from people interested in attending the conference. The judiciary group also prepared packets to give to each member of the audience at the time of registration. The packets contained a conference agenda, a conference evaluation form, and various brochures produced by the cosponsoring groups about their services. In addition, brochures about the services of other agencies—Legal Aid, Immigration Service, etc.—and general information about the law, lawyers, and the court system were included in the packet.

The evaluations received from the audience were "extremely favorable," a Law Day committeewoman said. However, the program will be refined. Under consideration are: providing panel topics on specific, not general, subjects, scheduling more afternoon workshops to consider sub-topics, and planning workshops for students.

Publicity News releases were sent to newspapers, radio stations, and television stations throughout the state. Releases were translated and sent to foreign-language newspapers, also. Flyers were mailed to high schools through the state Department of Education, and to colleges and social service agencies. The bar association paid for advertisements in two daily newspapers that ran just before the conference. Although there was no charge for the conference, the flyer contained a registration form so that those who planned to have lunch at the capital building could be counted. A box lunch was provided for a small charge. A copy of the registration form was reprinted in the bar association newsletter.

Budget $100. Printing costs were borne by the judiciary group, and the state capital staff made the physical arrangements.

Results Two hundred people, including students, members of the bar, and the general public, attended the conference. Most attendees reported that they plan to attend next year's conference.

Population of Area 965,000

Volunteers 15

Statewide Television: Ask a Lawyer

Bar Association Oklahoma Bar Association

Synopsis The two-hour television program, featuring free legal consultations for callers and continuous discussion of five areas of the law, was provided as a public service by the local public broadcasting station.

Program Description Two hours of prime time television viewing were provided as a public service of the Oklahoma Educational Television Authority for this fourth annual TV Law Day project of the state bar association. The "Ask A Lawyer" program featured five twenty-minute discussions on different areas of the law, and citizens throughout the entire state could call during the two-hour period to talk with an attorney in his or her own area concerning legal problems. County bar associations provided attorneys in each of the 77 counties to answer calls from that particular area and the telephone numbers crawled across the lower portion of the TV screen during the entire program.

Judges and attorneys from Oklahoma composed the five panels. Topics included "Oil and Gas Law," "Workers' Compensation Law," "Family Law," "Professional Responsibility," and "Wills, Estates and Trusts."

Almost 500 attorneys participated in this statewide project. More than 3,500 residents were provided free legal consultations by telephone. One hundred sixty-four Oklahoma Bar Association lawyers answered the 40 telephone lines in Oklahoma City from 9 A.M. until 9 P.M. Ninety members of the Tulsa County Bar took calls from 9 A.M. until 9 P.M. on 15 telephone lines.

Telephones in 86 additional cities in Oklahoma were answered by attorneys only during the television program from 7 P.M. to 9 P.M. Two WATS lines at the Bar Center were available for residents of rural areas who might not have had access to a local telephone number during the program.

Publicity/Advertising Three news releases were sent to 300 weekly and daily newspapers in Oklahoma. The first release consisted of a photograph of the chief justice signing a directive requesting district courts to hold special Law Day observances and a copy of the directive. The second news release was a general story about the OETA program. The third release was a photograph of the governor with the OBA president and state Law Day chairman and camera-ready copy of the governor's Law Day proclamation. Each of these three releases was personalized with the county bar Law Day chairman's and president's names. The local telephone number to call during the program was also given.

In addition paid ads were placed in metropolitan newspaper TV sections and in the morning and evening papers appearing on the date of the program.

Television stations were notified of the program and carried live coverage on the noon and 6 P.M. newscasts. Each county bar also contacted radio stations and local papers for additional support. All radio stations in the state were provided with a media packet of PSAs and material on Law Day.

Law Day Budget $10,000. This paid for the telephone lines in Tulsa and Oklahoma City; ABA materials, which were provided at no charge to all county bars; and the newspaper advertising. Banks in the metropolitan areas assisted in sponsoring ads in the larger papers. OETA did promotions at no charge to build viewer interest for the program.

Results More than 3,500 residents received free legal consultations. The entire OETA viewership heard factual presentations on five areas of law during the two-hour program. Calls to the Lawyer Referral Service ran far above the average during the days following the program. County bars throughout the state reported this as the best single public relations project the state bar association has ever packaged, because of the good will engendered with the public.

Membership 9,300

Population of Area 3,025,266

Volunteers 50

Meet-A-Lawyer/ Dial-A-Lawyer

Bar Association Worcester County (Massachusetts) Bar Association

Synopsis A two-day lecture, consultation, film, and discussion series for the county's elderly population was presented in the county seat library. Free legal consultations for the public were given over the telephone, and bar association members traveled to many stops in the rural areas of the county to provide free legal consultations. The consultations were given inside a traveling van.

Program Description Meet-A-Lawyer, a two-day lecture, film, and discussion series for the elderly in Worcester; Dial-A-Lawyer, free legal consultations by telephone; and face-to-face free legal consultations throughout the county, especially in rural areas. Attorneys journeyed to the rural sites in a van loaned by a local congressman, and held the consultations in the van. Planning for the Law Day events began in November.

Meet-A-Lawyer A member of the bar with particular interest in the elderly designed the program. He recruited speakers, selected the films, and moderated the question-and-answer sessions. The topics were of special interest to the elderly: social security and tax matters and estate planning were discussed, in addition to other topics. Free legal consultations were also offered. More than 100 seniors attended the program, which was held in the Worcester Public Library. The program, which was "meaningful and of real assistance to those who attended," will be repeated with a few changes. The bar is considering holding the program at two or three senior citizen centers or nursing homes in order to reduce transportation problems for the elderly.

Dial-A-Lawyer The telephones for the four-day program were located in the registry of deeds office at the county courthouse. Twelve attorneys fielded questions on a variety of legal issues. Publicity for the service was provided by advertisements paid for by the bar association in the largest county newspaper. The newspaper followed up the event with a front-page article, including photographs of the attorneys at work and information about the kinds of inquiries received.

Van Consultations The van, with one or two attorneys, travelled the congressman's regular beat, stopping at post office and town hall parking lots throughout the county. The attorneys staffing the van were residents of the areas in which they stopped. They gave advice on general legal matters.

Membership 800

Population of Area 646,352

Volunteers 50

Radio Call-In Program

Bar Association Lower Naugatuck Valley (Connecticut) Bar Association

Synopsis Three lawyers and two moderators discussed legal issues and answered questions about the justice system from callers.

Program Description The bar's two Law Day chairpersons arranged for a radio call-in on the area's only radio station. It was scheduled for the popular morning talk show slot, with two moderators from the station and three local attorneys: the president of the bar association and the Law Day chairpersons. The call-in was one part of the bar's total Law Day program, which included a booth in a shopping mall, four mock trials, courthouse tours, two courtroom ceremonies, a Law Day dinner, and classroom visitations. Planning for Law Day began in early January.

The one-hour radio program, for which calls were not screened, attracted calls about the jury system and lawyers. Few callers requested information about personal legal problems; when they did, the chairpersons referred them to the bar's free legal clinic. One of the

chairpersons prepared a list of questions for the moderators, but it was not used. The moderators asked questions about the legal system in general.

Publicity The radio station aired its own public service announcements about the call-in program every day for a week before the program. The local newspaper printed a schedule of Law Day events.

Budget No costs

Results Calls were received almost continuously during the program.

Membership 60

Population of Area 80,000

Volunteers 3

Essay Contest

Bar Association State Bar of Michigan and Michigan Lawyers' Wives

Synopsis The statewide student contest, growing in popularity every year, is based on local county sponsorship. The contest receives good news media coverage. Its judges are well known in the state. The winners are honored with a Law Day luncheon, and their awards are presented by the state governor. The chief justice of the state supreme court traditionally addresses the luncheon guests.

Program Description The number of participants and importance of the contest have increased every year, making this contest one of the most successful in the country.

A chairwoman and cochairwoman from Michigan Lawyers' Wives organized the program. In June, at the first meeting of the new officers of county lawyers' wives organizations, they introduced the idea of the essay contest and asked the new officers to consider sponsoring it in their respective counties.

The next step for the contest came in September when the Lawyers' Wives, through the Michigan Education Association, sent a letter to all principals of middle schools in the state explaining the contest, theme, prizes, and eligibility, and encouraging participation. The letter promised more extensive information in January.

The first week of January, the second letter to principals was sent, again through the Michigan Education Association. This letter contained a copy of the theme page from the ABA Law Day Planning Guide & Program Manual, contest rules and regulations, the deadline, a copy of a cover sheet that should accompany each entry, and information on where to send entries.

The deadline for preliminary judging in the counties was March 1. A single county was assigned the responsibility of judging all entries from counties that did not have a sponsoring organization. The counties chose three winners for each grade level and presented their own awards.

The first place entries from each county were forwarded to the Michigan Lawyers' Wives for final judging. At this point, the cover sheet was removed from the entry and the entry was coded. A copy of each entry then was sent to the judging committee.

Three judges were selected for each grade level. These judges were well-known state figures, such as congressmen and senators.

The winners were notified by telephone in mid-April and sent a confirming letter.

A special Law Day luncheon was held in honor of the winners. The guest list, which totaled 100–120, included the winners, their parents and teachers or principals, the contest judges, the governor of Michigan, members of the state bar and lawyers' wives. The chief justice of the state supreme court traditionally addresses the assembly.

Prizes included engraved dictionaries, plaques, and savings bonds ranging from $50 to $250.

After several years of experience, the Michigan Lawyers' Wives have learned several ways to improve such contests.

One way is to request the assistance of the state bar and the state education association. The state bar provided clerical assistance and handled all typing, mailing, and other office duties. The Michigan Education Association used its computerized lists to reach all principals and published news of the contest in its newsletter.

A second point is to give the judges ample time for reading the final entries, so their task does not become a burden.

A final hint is to involve people who are enthusiastic about the contest and willing to work to make it a success.

Publicity The State Bar of Michigan mentioned the contest in news releases about its Law Day activities. The Michigan Education Association published news of the contest in its newsletter.

Budget Provided by State Bar of Michigan. Included cost of Law Day luncheon, prizes.

Results An estimated 4,000–5,000 entries were received this year from students statewide. According to all reports, the students enjoyed the project.

Membership 18,904

Population of Area 9,258,344

Curriculum for Elementary Schools

Bar Association Maricopa County (Arizona) Bar Association Women's Auxiliary

Synopsis The two-week program, including written materials, a film, and an assembly, travels to more than 100 schools in the county. It is intended for sixth graders. The curriculum culminates in a courthouse tour.

Program Description *Respect for Law*, the auxiliary's program for county 6th grade students, is a two-week curriculum that is taken to more than a hundred schools–15,000 students–in order to teach them about their rights and obligations. The program extends throughout the entire school year, traveling to a different school every two weeks, and culminates with tours of the courthouse and trial-viewing for approximately 20 percent of the students. Courthouse tours were scheduled for 500 students each week for five weeks.

The *Respect for Law* curriculum includes a teachers' guide; a booklet for each child, "You and the Law"; a film and filmstrip; and a two-hour assembly with a police officer, a probation officer, and an attorney as speakers. The auxiliary has two volunteer secretaries who schedule the program for schools, arrange for the volunteer speakers, order materials, and send the materials to the schools.

Each year, the number of schools requesting the program increases. At the beginning of the school year, each elementary school in the county is invited to request the program. The program is now so popular that many schools don't wait to receive the yearly invitation to request the program.

A poster contest was tied into the courthouse tours; each *Respect for Law* school was asked to tell their students about the contest. The posters were displayed in the courthouse foyer, and the winners, whose posters were judged by a panel of auxiliary members, received cash for first place and plaques and art supplies for second and third place. The winners were recognized at the Arizona Bar Association convention in Phoenix on Law Day.

Letters inviting sixth graders and their teachers to tour the courthouse were also sent to each *Respect for Law* school. Members of the auxiliary conduct the tours, which include watching a videotape on the legal system and viewing a trial in progress. The schools make arrangements for transportation to and from the courthouse.

Publicity Invitation letters to elementary schools are the basis of the *Respect for Law* promotion. Local newspapers frequently publish stories about the programs.

Supporting Materials A teachers' guide, a booklet for each child, a film, and a filmstrip

Budget Costs paid by the bar association

Results Fifteen thousand students participate in the two-week programs.

Membership of Auxiliary: 1,800

Population of Area 1,508,030

Volunteers 50

Mock Trials

Bar Associations Fairfield (Connecticut) Bar Association; Rutland County (Vermont) State's Attorney's Office; Bucks County (Pennsylvania) Bar Association

Synopsis The Fairfield bar sponsored its annual week-long mock trial project at the local high school, including pretrial discussion about trial procedure, jury deliberations, and question-and-answer periods. Trial participants were actually playing the roles they perform in real life. The Rutland County state's attorney's office drunken driving mock trial featured the demonstration of a breath-sampling device by a state trooper. The Bucks County bar mock trial was presented by 60 attorney volunteers, in panels of three, at 20 county high schools and junior high schools.

Fairfield Program Description A week-long law project for 250 law, history, and English students at the local high school rated high marks for the third consecutive year for the bar association, the professionals who participated in the mock trial, and the school administration.

Teachers agreed to devote a week to the project: on Monday, teachers discussed the elements of a trial; on Tuesday, the two-hour trial was presented; on Wednesday, each class deliberated as a separate jury; and on Thursday, members of the bar association visited classrooms to answer questions, to "drive home lessons, and to learn ourselves."

Planning for the project began approximately two months beforehand, with the bar's Law Day chairman and the high school's representative meeting to decide on the trial's topic, the date of the project, and the division of labor. They decided on a murder trial: the defendant sold cocaine to the victim, which caused his death. The Law Day chairman wrote the script, including an interrogation and a charge to the jury. The pathologist participating in the trial prepared an autopsy report, a death certificate, and a medical examiner's report; the defense psychiatrist prepared an opinion letter; and the chairman, with the help of the local police department, wrote an investigative report for the police officer

witness. The facts were designed to support either a guilty or a not guilty verdict.

The chairman asked a judge of the superior court to serve as the mock trial judge. He recruited a police officer, a pathologist, and a psychiatrist to serve as witnesses, and solicited attorneys to play the roles of prosecutor and defense attorney.

The teacher made arrangements for the project at the school: he scheduled the mock trial as an "in-school field trip"; secured the participation of his colleagues and instructed them on the specific issues that would arise from the trial in order to prepare them for classroom discussion before the event; formulated the objectives of the project; provided for the video-taping of the trial by the school's television techniques students; and reserved the rooms and equipment needed for the trial and the pretrial and posttrial discussions.

The Law Day chairman, with three years of experience behind him, makes these suggestions for mock trial organizers: recruit trial participants who are familiar with the roles they are asked to play, e.g., a pathologist to take the part of the medical examiner; don't recruit from institutions, but choose professionals whom you know; instruct participants to keep the trial within the preset time limits; recruit back-up trial participants in case of an emergency; work closely with a coordinator inside the school; choose a timely trial topic of interest to students; and make the trial as real as possible.

Publicity Inside the school

Supporting Materials A locally produced trial script

Budget Provided by the high school

Results Two hundred fifty students participated in the project.

Rutland County Program Description Seventy students from two high schools watched a mock trial about drunken driving cosponsored by the state police, the Rutland district court, the public defender's office, and the state's attorney's office. The trial highlights were student jurors and the demonstration of a breath-sampling device by state troopers.

Bucks County Program Description The annual Bucks County presentation of an ABA-produced mock trial—written for grades 7–12—reached more students in 1982 than ever before. Panels of three attorneys—60 in all—visited 20 Bucks County schools to act the roles of judge, defense attorney, and prosecutor. Most of the schools visited were junior high schools.

Two months beforehand, the bar association's Law Day chairman sent letters to all the schools in the county, inviting them to schedule the trials. The schools that responded received information about setting up for the trial and selecting students to play the roles of witnesses, court staff, etc. Trial scripts were sent to the schools so that the students would be prepared for their roles.

Each group of three attorneys included an attorney liaison to the school, whose duties were to call the school a few days before the trial to answer questions and help resolve any problems. The attorneys were also asked to arrive early at the school on the day of the trial in order to coach the student participants.

Programs for the Elderly

Bar Association State Bar of New Mexico

Synopsis Radio stations throughout the state broadcast programs with local attorneys. The subject was the legal concerns of the elderly. The bar produced a book on the subject for the Law Day observance.

Program Description The state bar decided to select a specific Law Day audience; New Mexico's senior citizens were chosen. The purpose of Law Day was to inform the seniors of their legal rights and to answer their questions about the law.

The state bar's Legal Problems of the Elderly Committee wrote a paperbound book, *Legal Concerns of Older Persons*, for initial distribution during Law Day observances. The book was divided into chapters on financial assistance programs, age discrimination, protective services, and final plans. No charge was made for the book.

In late January, the state bar informed the 20 county bars of the statewide Law Day emphasis, and suggested that the bars focus their attention on senior citizen centers: offering free legal consultations, sponsoring question-and-answer sessions on legal issues, and distributing the bar's book on the elderly.

In late February and early March, the bar's public relations office called every radio station in the state to arrange either a talk show or a call-in program on the legal concerns of the elderly. If the station agreed to air such a program (almost every station in the state, with the exception of those in Albuquerque, agreed to have a program), the public relations office notified the local county bar president of the acceptance. The president was asked to recruit local attorneys for the show. The names of the attorneys were sent to the state bar, and advance copies of the yet-to-be-printed book about the elderly were mailed to the attorneys and to the radio stations on which they were to talk. The state bar sent out news releases to local papers on each local talk show, and reported that most of the radio stations did their own public service announcements of the talk shows. The shows were aired between April 30 and May 7.

Publicity In addition to radio shows on legal issues for the elderly, the county bars posted flyers and mailed

news releases about the radio shows and about free legal consultations and presentations in senior citizens centers.

Supporting Materials A state bar-produced book, *Legal Concerns of Older Persons*

Budget Not estimated

Results At least one radio show on the legal concerns of the elderly was aired in every county in the state; approximately 10 county bars made visits to senior citizen centers; approximately 17 county bars participated in radio call-in programs or talk shows.

Membership 3,200

Population of Area 1,299,968

Volunteers 165

Law Day Race

Bar Association New Hampshire Bar Association

Synopsis The run was open to all those working in the legal field, and was intended to raise money for law-related education. Another purpose of the run was to foster a sense of community among participants.

Program Description Law Day Road Race, open to members of the New Hampshire bench and bar; bar association members; law students; and bar association, court, and law office staff members, in addition to their families. Planning began in late February for the May 1 five-mile run, which was intended to raise money for law-related education while providing an opportunity for fun and fitness. The race was open only to those working in the legal field in order to keep the number of entrants to a manageable number.

Permission was obtained from the Concord (state capital) Park Department for the five-mile race; the course began on a side street adjacent to a central park and ended inside the park. The side street was closed off by the Concord police for the start of the race, but no other streets needed to be closed. The race was almost entirely confined to residential streets with little traffic. The Public Works Department placed barricades at street intersections along the course. The fire department was asked to provide medics in case of an emergency. Police cars led and followed the runners.

The association obtained a rider to its liability insurance in case of injuries. It purchased timing equipment, a wheel and paint to mark the course; painters' hats with the inscription "Law Day Road Race," to be given to all entrants; and 12 medals for the top three runners in each of four categories: men 39 and under, men 40 and over, women 39 and under, and women 40 and over. Numbered tags were printed for each entrant and a flyer with entry information was distributed to bar associations, law schools, and other legal institutions throughout the state.

A local supermarket and beverage company donated oranges and soft drinks for the race and a Concord resident permitted the association to set up a water station in his yard at the course's half-way point.

Ninety-six people entered the race, most of them before May, enabling the association to make registration on the day of the race much easier. The fee was $5 in advance and $6.50 on May 1, with a discount for children under 16. For an additional $10 fee, three to five entrants could form a team, becoming eligible for a team award, an engraved plaque. Seven teams ran in the race.

On the day of the race, Road Race Committee members were assigned to such tasks as registration, timing, posting results, and staffing refreshments areas.

The award ceremony followed the race. Approximately $200 to $300 was raised for law-related education.

For next year, the association plans to consider a two-mile race in order to attract more entrants; a picnic after the race; opening the race to the public; soliciting more donations from local business for medals and other expenses; planning a rain date.

The association's Law Day program also included free legal consultations, LAWLINE and Ask-a-Lawyer booths in four shopping malls, a mock trial competition, a student essay contest, radio public service announcements, a television interview with three attorneys, visits to district courts by high school students, a proclamation by the governor, and suggested editorials sent to newspapers.

Publicity Notices in legal periodicals; distribution of registration forms to legal community

Budget $200–$300

Membership 2,050

Population of Area 920,610

Volunteers 10

Naturalization Ceremony/ School Law Week Programs

Bar Association Houston (Texas) Bar Association, in conjunction with Houston Bar Association Women's Auxiliary

Synopsis The annual naturalization ceremony draws 2,000 spectators to a municipal auditorium rented for the ceremony by the bar association, and includes a choir, speeches, and participation by the League of Women Voters.

Auxiliary volunteers tailored Law Day programs to ten schools, and plan to videotape programs for countywide

school Law Day participation. School programs included mock trials, panel discussions with attorneys, essay and poster contests, a legal film festival, visits to law firms, courthouses, and law schools, and meet-a-lawyer assemblies.

Program Description The bar's traditional Law Day naturalization ceremony attracts Houston television station cameras every year, along with 2,000 spectators and participants. Working with the federal court system and the U.S. Immigration Service, the bar group plans the ceremony, which is held in a large municipal auditorium. Auditorium rental is paid by the bar. Thirteen district judges sit en banc during the proceedings. The chief judge welcomes the audience, including a large number of school children, and directs the clerk of the court to call the roll, with the country of origin, of the prospective citizens. After the oath of allegiance is repeated, a well-known local soloist sings the national anthem. A speaker, usually one who is either a nationally known naturalized citizen or one who has a deep interest in citizenship matters, gives the keynote address. The League of Women Voters staffs a table in the lobby of the auditorium in order to provide voting information.

All of the physical arrangements are made by the auditorium staff.

School Programs The bar's women's auxiliary planned and carried out an extensive Law Day program in ten local junior and senior high schools. The program was such a success that the county superintendent of schools asked the auxiliary to take the program to all the county schools.

Planning for the program began in June when representatives from the auxiliary, bar association staff and members, and judges joined together for an all-day meeting to determine the Law Day project for the auxiliary. They decided to develop a legal system awareness program for ten county schools that represented a wide cross-section of the county's students. Four or five members, including a chairman, were assigned to each school.

Each group was instructed to contact the principal of the school. In most cases, the principal referred the committee to the social studies chairperson and to representatives of the student body. The group asked the school representatives to tell them the kinds of programs in which students would be most interested, so that each school program was "tailored to the individual desires of the school." Several of the schools expressed interest in information about illegal aliens, citizenship, and voters' rights, while others were more interested in consumer fraud and legal education. Several schools established Law Day suggestion boxes for program ideas.

The auxiliary school committees, after learning about the kinds of programs the schools wanted, worked both together and separately to design the specific programs. The groups joined to preview films and pamphlets for the programs, but worked separately to arrange the components of the program for each school: engaging speakers, designing contests, producing mock trials, and showing films.

Some of the many events at the schools were:

- Mock trials with attorney participants
- Panel discussions with attorneys
- Essay, poster, photograph, and slogan contests with awards given by the auxiliary
- Legal film festivals
- Distribution of pamphlets from the ABA and the Texas Bar Association, along with ABA Law Day buttons
- Visits to law firms, courthouses, and law schools
- Red, white, and blue dress-up day
- Patriotic assemblies
- Speeches and meet-a-lawyer discussions with attorneys and judges

Most of the school programs were week-long events held near Law Day. The speakers addressed such topics as drugs, juvenile laws, the jury system, the rights of the accused, shoplifting, the first amendment, police procedure, euthanasia, and the state court system, consumer fraud, immigration, and legal careers. Prizes given for contest winners included plaques and a "day with a judge." Contest posters and photographs were displayed in the schools. Mock trial scripts were provided by the state association. At one school, special programs were designed for mentally handicapped students; in appreciation, the students themselves prepared and served a luncheon for the auxiliary committee members.

Publicity News releases

Supporting Materials Mock trial scripts; ABA and state bar films; ABA T-shirts as prizes; ABA Law Day buttons; the ABA pamphlets *Respect for Law*, *In Search of Justice*, and *Law and the Courts*.

Budget $100 for each school

Results Two thousand attended the naturalization ceremony; 11,000 students participated in school Law Day programs.

Membership Bar–6,100; Auxiliary–1,000

Population of Area 1,594,086

Volunteers 65 auxiliary members

Law Day Luncheon

Bar Association Lincoln (Nebraska) Bar Association

Synopsis Liberty Bell Awards are the focus of the popular annual luncheon. Nominations are solicited from the community at large; the criteria are based on ABA

Liberty Bell Awards guidelines. Nationally known speakers are scheduled for the luncheon.

Program Description The focus of the bar's Law Day Luncheon was the presentation of Liberty Bell Awards to an individual and to an organization that have rendered outstanding service to the community. Planning for the nomination process, which is city-wide, began in mid-October.

The Law Day committee sends a letter about the awards to each of the more than 200 service and charitable organizations in the city in January, asking for nominations. Criteria for the award, based on the ABA Liberty Bell guidelines in this planning guide, are included in the letter. Members of the bar are requested to solicit nominations from organizations to which they belong. News releases inviting the public to make nominations are also sent out.

The Law Day committee chooses the winners, and news releases are sent out about them. All the nominees are given certificates at the luncheon. The chief justice of the circuit court presents the awards and certificates, along with any other awards.

The committee "makes an effort to involve non-legal people in the luncheon": the master of ceremonies is the president of the local university foundation. In the years the bar has sponsored the luncheon, the committee has obtained nationally known speakers.

Tickets are sold for the luncheon; they cover the cost of the meal and other expenses. The luncheon does not produce a profit; the committee does not expect it to do so. The luncheon is held in the "only place in the city that will hold us," the city's biggest hotel.

Publicity News releases requesting nominations, and releases about the luncheon and award winners

Supporting Materials ABA Law Day activity announcement posters; ABA leaflets about Law Day and the law; a program book for each luncheon guest

Budget $2,000, the amount of money raised from ticket sales

Results Two hundred eighty people, including members of the business and charitable communities, attended.

Membership 800

Population of Area 171,932

Volunteers 10

Courtroom Ceremony

Court Civil Court of the City of New York (New York)

Synopsis All those present in the court's busiest courtroom on Law Day heard speeches and witnessed all the court's judges sitting en banc, in their robes, during the 30-minute ceremony marking Law Day.

Program Description In celebration of Law Day, a 30-minute ceremony that included the pledge of allegiance and four short speeches was held in the court's busiest courtoom, the Landlord and Tenant courtroom.

Three weeks before the ceremony, the judge in charge of the court sent a letter about the ceremony to the court's 20 judges, asking them to meet outside the Landlord and Tenant courtroom just before the ceremony, and to enter the room together. They were asked to wear their robes for the ceremony. The presiding judge was asked to conduct the pledge of allegiance, and to give a short talk about the meaning of Law Day. Two attorneys spoke about the justice system and the role of the attorney in promoting the interests of his clients. The judge in charge talked about the duties of citizens to uphold the law.

More than 250 litigants and lawyers were present in the courtoom for the ceremony. Flyers about the ceremony were posted throughout the courthouse, inviting staff, attorneys, and the public to attend.

Budget None needed

Results Two hundred fifty people viewed the ceremony.

Volunteers 3

Community Forum: Legal Issues

Bar Association Law League of Pierce County (Washington)

Synopsis Eight attorneys, experts in their fields, talked about a variety of issues at a forum cosponsored by the local community college.

Program Description In conjunction with the local community college's Office of Continuing Education, the Law League recruited eight local lawyers to speak at "The Law in Your Life," a three-hour presentation that included talks on real estate and divorce law, estate planning, sexual discrimination and harassment, the juvenile system (civil), and products liability. The talks were followed by an hour-long question-and-answer session. The forum was held at the college; there was no charge for attendance.

Eight weeks before the program, the league appointed a four-member planning committee, whose members arranged for speakers from the county bar association, provided refreshments for the forum attendees, and made arrangements with the college for publicity. The college bore the expenses of the publicity, and saw to all the physical arrangements.

Fifty people attended the forum. The league plans to approach the county bar association for funding and ideas for the forum, to start publicity at least a month before the program, and to pay for newspaper advertising.

Publicity Notice of the forum was included in the college's spring bulletin which was mailed to 95,000 people in the community. Fifteen hundred copies of a flyer announcing the program were mailed to senior citizens' groups and other groups in the community.

Budget All expenses borne by the cosponsoring college

Supporting Materials Locally produced brochures on legal services

Results Fifty people attended.

Population of Area 485,643

Volunteers 10

LAW DAY U.S.A.

1991 Order Form

SC: LD91

Note: Orders must be received *with payment* by April 10, 1991 to ensure delivery and availability of materials. If you require express delivery, telephone 312/988-6134 for details.

Send this order with payment to:
LAW DAY U.S.A.
American Bar Association
8th Floor
750 North Lake Shore Drive
Chicago, IL 60611

PROMOTIONAL/PUBLICITY MATERIALS	QUANTITY ORDERED	UNIT	UNIT PRICE	TOTAL AMOUNT
Include quantity and price for each item.				
Planning Guide, $3 per copy (317-0001)	_____	Each	$ 3.00	_____
Leaflets, $7 per package of 100 (317-0002)	_____	Pkg. 100	$ 7.00	_____
Bumper Stickers, 50¢ each (317-0003)	_____	Each	$ 0.50	_____
Buttons, $7 per package of 50 (317-0004)	_____	Pkg. 50	$ 7.00	_____
Balloons, $7 per package of 50 (317-0006)	_____	Pkg. 50	$ 7.00	_____
Pencils, $7 per package of 50 (317-0007)	_____	Pkg. 50	$ 7.00	_____
Stickers, $7 per roll of 200 (317-0008)	_____	Roll	$ 7.00	_____
Mugs, $1 each (317-0009)	_____	Each	$ 1.00	_____
Magnets, 50¢ each (317-0010)	_____	Each	$ 0.50	_____
Folders, $1.50 each (317-0012)	_____	Each	$ 1.50	_____
Publicity/Publication Aids, $3 per set (317-0013)	_____	Each set	$ 3.00	_____
Editorial Viewpoints, $2 per set (317-0014)	_____	Each set	$ 2.00	_____
Newspaper Ads, $4 per set (317-0015)	_____	Each set	$ 4.00	_____
Radio PSAs, $15 for first set (317-0016)	_____	First set	$15.00	_____
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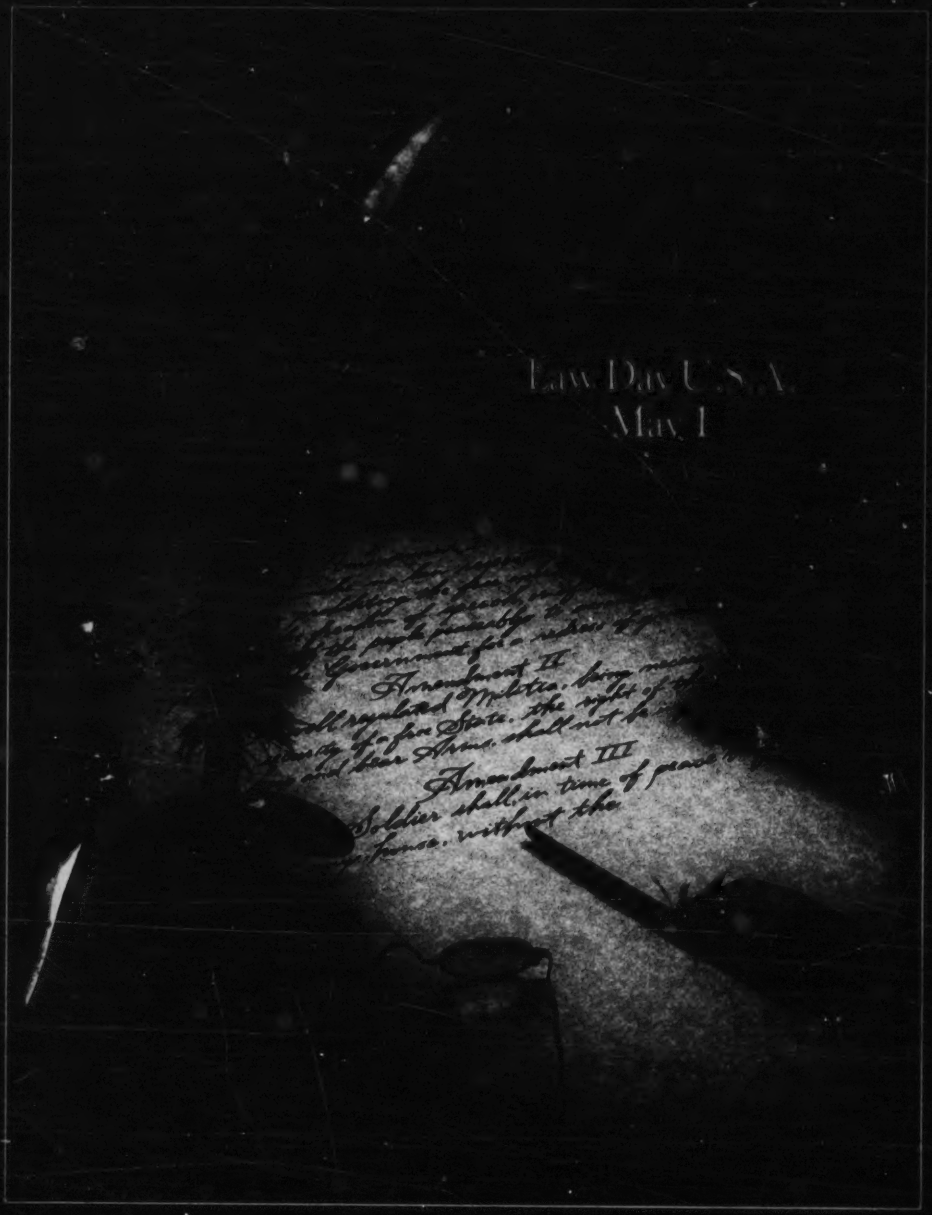

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